

# AGENDA

## Committee on Public Safety September 23, 2025 at 4:00 PM



Lansing City Hall, City Council Conference Room  
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the City Council at [city.council@lansingmi.gov](mailto:city.council@lansingmi.gov) or (517) 483-4177 prior to the meeting. To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

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Council Member Pehlivanoglu, Chairperson  
Council Member Hussain, Vice Chairperson  
Council Member Kost, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
  - A. September 9, 2025
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
  - B. RESOLUTION - Reaffirming the 'Reappointment; Becky Pena and Danielle Grubaugh to the Ingham County/City of Lansing Community Corrections Advisory Board for terms expiring September 17, 2028
  - C. RESOLUTION- Affirm Appointment; Jason Cords to serve on the Community Corrections Advisory Board as the business community representative to a term expiring September 17, 2028
  - D. DISCUSSION - City Attorney Update on Ordinance Amendments to Chapter 654- Noise
  - E. DISCUSSION - Committee Budget Priorities for Fiscal Year 2026/2027
  - F. DISCUSSION - Code Compliance - Corridor Enforcement - Economic Development Planning (EDP)
- 6. Other**
- 7. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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**MINUTES**  
**Committee on Public Safety Special Meeting**  
**Tuesday, September 9, 2025 @ 4:00 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Pehlivanoglu called the meeting to order at 4:00pm

**PRESENT**

Council Member Trini Pehlivanoglu, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Kost, Member

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Patrick Abood, OCA  
Rawley Van Fossen, EDP  
Joe Neller

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM AUGUST 26, 2025, AS PRESENTED. MOTION CARRIED 3-0.

**PUBLIC COMMENT**

**DISCUSSION**

**DISCUSSION– Committee Budget Priorities for Fiscal Year 2026/2027**

Councilmember Pehlivanoglu noted this is to review what might get suggested. Councilmember Kost suggested removing #2 the LFD apprenticeship, and for #3 adding another Commercial Corridor Specialist, acknowledging Mr. Driver could use some help. Councilmember Pehlivanoglu noted the possibility of a Northwest CIA and asked Mr. VanFossen for a report on enforcement in that area. Mr. VanFossen noted he could get that. Councilmember Kost asked when the inspectors are out do they just do that property or look around. Mr. VanFossen answered it depends on the job and day of week, if it's a follow up from Lansing Connect and enough time.

Councilmember Kost ask what the turnaround time on Lansing Connect is. Mr. VanFossen stated it depends on the violation but supposed to be assigned within 24hrs of receipt, with exception to weekends. Adding, compliance could be a month because of letters sent out, then if need the courts involvement. Councilmember Kost complimented EDP on the comments and feedback the officers have been putting in.

Councilmember Kost went back to the priorities, #1 instead of portable speed bumps ask for permanent speed bumps or raised crosswalk in amount of \$500,000 he believes was in the Mayor's infrastructure budget portion. Councilmember Hussain suggest removing the dollar amount but based on the

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success of the portable bump. Councilmember Hussain suggested continue funding for the LFD apprenticeship program and adding funding for 3-6 of each LFD/LPD.

Councilmember Kost asked Mr. VanFossen if temporary help or retirees would catch them up on caseload, Mr. VanFossen stated he'd have to inquire with HR and the Union noting the requirement of two certificates with IPMC. Councilmember Hussain asked what EDP would ask for if they could, Mr. VanFossen acknowledged minimum two Code Enforcement Officers. He also said they are good on clerical staff and have five that support Code Enforcement Officers. Councilmember Kost then asked about technology, and Mr. VanFossen responded they would be asking for funding as well but there was no dollar amount in mind yet.

The consensus of the Committee is the following budget priorities:

1. Permanent Speed Bumps/Raised Crosswalk – where portable speed bumps were successful
2. Continue/Sustain Funding – LFD apprenticeship/inter program
3. Two additional Code Enforcement Officers
4. Funding for in-filed technology for Code Enforcement Officers
5. Funding for 3-6 of each for LFD and LPD

Councilmember Pehlivanoglu reminded the Committee there will be one more meeting to review.

### DISCUSSION– 30 Oldest NEAT Properties and their Status – Economic Development & Planning Office

Councilmember Pehlivanoglu noted she didn't have time to review completely due to the time of receipt and asked the Committee for input. Councilmember Kost asked if 1115 Regent was the one previously discharged because the owner stated he was going to retire in the house. Mr. VanFossen is unsure of the address, but noted some cleared off red tag status. Councilmember Pehlivanoglu asked if receiving the list quarterly with the oldest 30 meets the needs of the Committee. Councilmember Hussain asked how the most urgent determined, Mr. VanFossen noted it is oldest, and the current list does have 39 on it, so when they fall off the next get pulled up.

Councilmember Kost asked about a property behind Handy's Market, Mr. VanFossen determined it is 1342 N. Walnut a decision was to not use the bid, then there was confusion with the County and ultimately agreed it was the City's and getting a new bid and proceeding.

Councilmember Pehlivanoglu mentioned there are several notes with Administrative search warrant next step, what is the timeline. Mr. VanFossen noted again depending what the officer has on schedule, if no other priorities should submit the warrant request to law for review within a week, this gives the officer time for updated photos, then approval and get on magistrate schedule then 7-14 days to execute order. Mr. VanFossen then confirmed all code and premise officer positions have been filled, with 6 still training.

It was the consensus of the Committee that receiving the list quarterly and the oldest 30 is sufficient.

Councilmember Kost asked about 1612 Martin that is not on the list, Mr. VanFossen confirmed utility disconnect was bottlenecked and delayed with a fence issue, and are now waiting on the escalation report to move forward. Mr. VanFossen lastly mentioned two more properties, Metro Bowl the owner was waiting on disconnect, finally got feedback yesterday confirmed owner spoke to BWL and now waiting for schedule date. Also, they are only granting temporary parking until end of year. Adding 1033 Shepard was torn down. Finishing moving forward when they are at this point on utilities they will be going directly to their point of contact to speed up.

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**OTHER**

**ADJOURN**

Adjourned at 4:48p.m.

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on

BY THE COMMITTEE ON PUBLIC SAFETY  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Ingham County Board of Commissioners made the reappointment of Becky Pena and Danielle Grubaugh to the Ingham County/City of Lansing Community Corrections Advisory Board for terms expiring September 17, 2028; and

WHEREAS, the Committee on Public Safety met on September 23, 2025 and took affirmative action.

BE IT RESOLVED, that the Lansing City Council hereby affirms the reappointments of Becky Pena and Danielle Grubaugh to the Ingham County/City of Lansing Community Corrections Advisory Board for terms expiring September 17, 2028.

## **AUGUST 26, 2025 REGULAR MEETING**

Board of Commissioners Room – Courthouse  
Mason, Michigan – 6:30 p.m.

Remote Participation offered via Zoom at: <https://zoom.us/j/86246962326>  
August 26, 2025

### **CALL TO ORDER**

Chairperson Sebolt called the August 26, 2025 Meeting of the Ingham County Board of Commissioners to order at 6:30 p.m.

Members Present at Roll Call: Cahill, Grebner, Johnson, Lawrence, Morgan, Peña, Pratt, Polsdofer, Ruest, Schafer, Sebolt, Tennis, and Willis.

Members Absent: Trubac and Maiville.

A quorum was present.

### **PLEDGE OF ALLEGIANCE**

Chairperson Sebolt led the Board of Commissioners in the Pledge of Allegiance.

### **TIME FOR MEDITATION**

Chairperson Sebolt asked those present for a moment of meditation and reflection and to keep the family of Sue Graham, Human Resources Director, in their thoughts as their father had recently passed away.

### **APPROVAL OF THE MINUTES**

Commissioner Lawrence moved to approve the minutes of the July 22, 2025 Meeting. Commissioner Johnson supported the motion.

The motion to approve the minutes carried unanimously. Absent: Commissioners Trubac and Maiville.

### **ADDITIONS TO THE AGENDA**

Chairperson Sebolt stated, without objection, the following resolution would be removed from the Agenda:

49. RESOLUTION TO AUTHORIZE A CONTRACT FOR A PROFESSIONAL SERVICES AGREEMENT WITH GETRESQ911LLC

Chairperson Sebolt stated, without objection, the following substitute resolutions would be added:

8. RESOLUTION TO PURCHASE FORECLOSED PARCELS 33-02-02-10-301-002 AND 33-02-20-16-351-001
12. RESOLUTION TO AMEND RESOLUTION #25-269 TO REFLECT ACCURATE TWO-YEAR PRICING FOR PEST CONTROL SERVICES WITH ROSE PEST SOLUTIONS

## **AUGUST 26, 2025 REGULAR MEETING**

### **SPECIAL ORDERS OF THE DAY**

Commissioner Lawrence moved to reappoint Gregg Todd to the Joint Building Authority, Victor Celentino to the Capital Region Airport Authority, and Danielle Grubaugh and Becky Pena to the Community Corrections Advisory Board, waiving the residency requirement for Danielle Grubaugh. Commissioner Morgan supported the motion.

The motion carried unanimously. Absent: Commissioners Trubac and Maiville.

### **PUBLIC COMMENT**

Deveraux thanked the Board of Commissioners and stated they were excited to come back and show them what they were doing.

Hristova stated, as the person spearheading the work, they were thankful to be in a county that was ready and willing to support all of its residents.

### **COMMISSIONER ANNOUNCEMENTS**

Commissioner Peña stated the City of Lansing was holding its annual coat drive with drop off locations at several locations throughout the City.

Commissioner Johnson stated they just got a new dog from the Ingham County Animal Control Shelter.

Commissioner Schafer stated that at the August 26, 2025 Human Services Committee meeting there were over 100 people actively involved in the meeting and over two and a half hours of public comment. Commissioner Schafer further stated it came down to the passion for 4-H and that she did not realize how much the 4-H and Master Gardening programs really affected Lansing.

Commissioner Schafer stated it was a very emotional meeting and believed the amount of money they spent as a County to keep the MSU Extension going was just a drop in the bucket for the impact that it made. Commissioner Schafer further stated that she hoped everyone would take a look at the meeting and understand it had been a diverse group of people.

Commissioner Cahill stated they used the MSU Extension in their job every day and that Commissioner Tennis did a tremendous job running the meeting. Commissioner Cahill further stated that Monday, September 1, 2025 was Labor Day and they should recognize its importance.

Commissioner Morgan stated there was update to the S&P Bond Rating and that they remained at AA rating with a negative outlook. Commissioner Morgan further stated that he was thinking about putting it on a future Finance Committee meeting agenda to better explain bond ratings.

Commissioner Johnson provided information regarding Agenda Item No. 3.

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF THE BUSINESS COMMUNITY  
REPRESENTATIVE THE INGHAM COUNTY/CITY OF LANSING  
COMMUNITY CORRECTIONS ADVISORY BOARD**

**RESOLUTION #25 – 405**

WHEREAS, the Ingham County Board of Commissioners authorized participation of Ingham County with the City of Lansing in a joint City/County Community Corrections Advisory Board through Resolution 90-51; and

WHEREAS, the make-up of the Community Corrections Advisory Board must represent various criminal justice and community interests as specified in Public Act 511; and

WHEREAS, the business community representative position is currently vacant; and

WHEREAS, Jason Cords, 9079 West Scenic Lake Drive, Laingsburg, 48848 is interested in being appointed to the Community Corrections Advisory Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners appoint Jason Cords to serve on the Community Corrections Advisory Board as the business community representative to a term expiring September 17, 2028.

BE IT FURTHER RESOLVED, that the Board hereby waives the residency requirement for Jason Cords.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this resolution to the City of Lansing for consideration of this joint appointment.

BE IT FURTHER RESOLVED, that the City of Lansing is requested to review and confirm the above appointment as soon as possible.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer

**Nays:** None

**Absent:** None

**Approved 08/14/25**

## **AUGUST 26, 2025 REGULAR MEETING**

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Members Absent: Trubac and Maiville.

A quorum was present.

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The motion to approve the minutes carried unanimously. Absent: Commissioners Trubac and Maiville.

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## **AUGUST 26, 2025 REGULAR MEETING**

30. RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SOUTHEASTERN MICHIGAN HEALTH ASSOCIATION TO ACT AS THE FIDUCIARY/PAYEE FOR AGENCY FUNDING
32. RESOLUTION TO AUTHORIZE THE FY25-26 EMERGING THREATS AGREEMENT WITH MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT
33. RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2024 – 2025 EMERGING THREATS MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT
34. RESOLUTION TO AUTHORIZE THE FY2025-2026 MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT
36. RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PRONEXUS, LLC CONSULTANTS FOR INTERIM CERTIFIED FINANCIAL OFFICER SERVICES
42. RESOLUTION TO AUTHORIZE AGREEMENT WITH I3-IMAGESOFT

Chairperson Sebolt stated that Board rules state resolutions would ordinarily be referred to a committee unless there was a 2/3 vote to allow the resolution to be considered by the Board immediately.

Commissioner Schafer moved to consider the following resolution:

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH THE CCLP 911 NON-SUPERVISORY UNIT**

Commissioner Pratt supported the motion.

The motion to allow the resolution to be considered immediately carried unanimously. Absent: Trubac and Maiville.

Chairperson Sebolt stated the Resolution Approving The 2025 – 2027 Collective Bargaining Agreement With The CCLP 911 Non-Supervisory Unit would be added as Agenda Item No. 49.

### **PETITIONS AND COMMUNICATIONS**

A LETTER FROM GRANT BRADLEY RESIGNING FROM THE ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY BOARD OF DIRECTORS. Chairperson Sebolt stated it would be accepted with regret and placed on file.

A NOTICE OF INTENT TO PREPARE A MASTER PLAN FROM THE ALAIEDON TOWNSHIP PLANNING COMMISSION. Chairperson Sebolt stated this matter would be placed on file.

## **AUGUST 26, 2025 REGULAR MEETING**

A LETTER FROM AL PLATT RESIGNING FROM THE COMMUNITY MENTAL HEALTH AUTHORITY OF CLINTON, EATON, AND INGHAM COUNTIES (CMHA-CEI) BOARD OF DIRECTORS. Chairperson Sebolt stated it would be accepted with regret and placed on file.

A RESOLUTION FROM THE BERRIEN COUNTY BOARD OF COMMISSIONERS SUPPORTING SENATE BILLS 293 AND 294. Chairperson Sebolt stated this matter would be referred to the Law & Courts Committee

RESOLUTION 2025-980 FROM THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS OPPOSING THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES' PLAN TO IMPLEMENT A COMPETITIVE PROCUREMENT PROCESS FOR PREPAID INPATIENT HEALTH PLAN. Chairperson Sebolt stated this matter would be placed on file.

### **LIMITED PUBLIC COMMENT**

Monica Jahner, Advocate, Re-Entry, Research, and Outreach (ARRO) Program Manager, stated they had been serving Community Corrections and helping keep people out of the system by eliminating barriers that brought them there in the first place. Jahner further stated they had received a letter from Chairperson Sebolt stating their contract was canceled due to a material breach of contract, but they were never given a chance to say they had not.

Jahner stated they owned that they had made a clerical error but they had provided a service to a client and those charges were legal, so they would like to be put on the next Law & Courts Committee Agenda to prove there had been no material breach. Jahner further stated the details had been misrepresented and the situation had happened over a year ago and they had signed a new contract since then.

Jahner stated they did not run the program for money, had been paid the same since 2011, and was the only program that continued to serve clients during the COVID-19 Pandemic. Jahner further stated they prayed that they would be allowed to clear their name and apply for funding.

Ana Deveraux, Michigan Immigrant Rights Center (MIRC) Senior Managing Attorney, and Polina Hristova, MIRC Supervising Attorney, stated they had been in front of the Human Services Committee and they were present that evening to answer any questions as that came up.

Erin Palmer, Ingham County resident, stated they were present as a mom and someone who paid taxes in Ingham County. Palmer further stated that they, along with many other people, showed up to the August 25, 2025 Human Services Committee meeting to advocate for keeping as much funding as possible in the Michigan State University (MSU) Extension and 4-H programs.

Palmer stated they thought the overall message, which was very passionately delivered, was that the funding had exponential impact in the community. Palmer further stated that if they did not understand the value of being in 4-H, they should know those kids interacted year-round doing projects with people who were trained, vetted, and invested in them.

Palmer stated the funding was very important for the whole community and it was a small amount for the size of the impact it had.

## **AUGUST 26, 2025 REGULAR MEETING**

Richard Enty, Lansing Economic Area Partnership (LEAP) Economic Development Manager, stated they were present regarding Agenda Item No. 6 and wanted to give a quick shout out to the City of Williamston and the Board of Commissioners for their continued partnership and that they would not be able to do it without them.

### **CLARIFICATION/INFORMATION PROVIDED BY COMMITTEE CHAIRS**

None.

### **CONSIDERATION OF CONSENT AGENDA**

Commissioner Schafer moved to adopt a consent agenda consisting of all action items with the exception of Agenda Item Nos. 3, 6, and 24. Commissioner Grebner supported the motion.

Chairperson Sebolt disclosed, under Agenda Item No. 19, that the United Auto Workers (UAW) was affiliated with their employer, the Michigan American Federation of Labor and Congress of Industrial Organizations (AFL-CIO) through their international union.

The motion carried unanimously. Absent: Commissioners Trubac and Maiville.

Those agenda items that were on the consent agenda were approved via unanimous roll call vote. Absent: Commissioners Trubac and Maiville

Items voted on separately are so noted in the minutes.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 3**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION RECOGNIZING THE RENAMING OF THE “INGHAM COUNTY CULTURAL DIVERSITY, EQUITY AND INCLUSION COMMITTEE” TO THE “EMPLOYEE DRIVEN GROWTH AND ENGAGEMENT COMMITTEE (EDGE)”**

**RESOLUTION #25 – 370**

WHEREAS, the month of February is recognized across the United States as “Black History” Month to promote awareness of the history and culture of Black Americans; and

WHEREAS, the United States is a diverse nation where many ethnic groups reside; and

WHEREAS, in 1999 a group of individuals comprised of Ingham County employees, saw the need to promote a greater awareness of all cultures; and

WHEREAS, in 1999 the employees formed the “Ingham County Cultural Diversity Committee”; and

WHEREAS, via Resolution #02-66 the Ingham County Board of Commissioners officially recognized and authorized the formation of the “Ingham County Cultural Diversity Committee” and supported its efforts to promote cultural diversity in the workplace; and

WHEREAS, the focus of the Committee evolved over time to promote equity and inclusion awareness and was subsequently renamed via Resolution #21-181 the “Ingham County Cultural Diversity, Equity, and Inclusion Committee”; and

WHEREAS, the Committee has again expanded its mission to foster a broader range of employee-driven initiatives focused on innovation, collaboration, and engagement; and

WHEREAS, to reflect this broader mission and inclusive approach, the Committee voted to change its name to the “Employee Driven Growth and Engagement Committee (EDGE)”.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby formally recognizes the name change to the “Employee Driven Growth and Engagement Committee (EDGE)” and continues to support its efforts to promote employee development, organizational innovation, and a collaborative and inclusive workplace culture.

BE IT FURTHER RESOLVED, that participation on the Committee is encouraged and is open to all Ingham County employees.

**AUGUST 26, 2025 REGULAR MEETING**

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None      **Absent:** None      **Approved 08/19/25**

Commissioner Lawrence moved to adopt the resolution. Commissioner Willis supported the motion.

The motion to adopt the resolution carried. **Yeas:** Cahill, Grebner, Johnson, Lawrence, Morgan, Peña, Pratt, Polsdofer, Ruest, Sebolt, Tennis, Willis.      **Nays:** Schafer.      **Absent:** Trubac, Maiville.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 4**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE RE-APPROVAL OF THE PRELIMINARY PLAT OF  
MEADOW RIDGE (PHASE 9) SUBDIVISION**

**RESOLUTION #25 – 371**

WHEREAS, the process by which land divisions and plats are developed follows state statute; and

WHEREAS, the platting process essentially starts with the development of a Preliminary Plat showing the overall configuration, how it fits into the lands surrounding it, public utilities serving the lots, and the phases of construction planned to complete the development; and

WHEREAS, the proposed Meadow Ridge (Phase 9) development is a 21-unit single-family subdivision located on 37.32 acres, part of a 222-unit residential subdivision, located south of Holt Road, east of Kahres Road and west of Onondaga Road; and

WHEREAS, the development is part of the Northeast ¼ of Section 20, Delhi Township, Ingham County, Michigan; and

WHEREAS, Phases 1 through 8 of Meadow Ridge were previously built and the roads accepted into Ingham County's public road system; and

WHEREAS, the Board of Ingham County Commissioners last approved the Preliminary Plat for Meadow Ridge (Phases 7-10) on October 13, 2020, per Board Resolution #20-419; and

WHEREAS, Preliminary Plat approvals are valid for a two-year period, per state statute; and

WHEREAS, the two-year Preliminary Plat approval period has expired and the proprietor, Delhi, Inc. has requested re-approval of the Meadow Ridge (Phase 9) Preliminary Plat.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners re-approves the Meadow Ridge (Phase 9) Preliminary Plat for a period of two years, in accordance with state statute.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 5**

Introduced by the County Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ACADEMIC PARTNERSHIP AGREEMENTS FOR  
EDUCATIONAL ADVANCEMENT AND TRAINING FOR EMPLOYEES**

**RESOLUTION #25 – 372**

WHEREAS, the Ingham County Board of Commissioners actively supports opportunities for employee professional development as reflected in the Ingham County Strategic Plan; and

WHEREAS, academic institutions provide educational and training opportunities that further the development of employees and as a result strengthen the workforce for Ingham County; and

WHEREAS, Ingham County is often presented with opportunities to partner with various academic institutions for training or the educational advancement of employees at no cost to the County; and

WHEREAS, the County would like to take full advantage of these opportunities when presented.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into no cost partnership agreements with academic institutions for training or the educational advancement of employees of Ingham County.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary documents consistent with this resolution upon approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None      **Absent:** None      **Approved 08/19/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 6**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE BROWNFIELD PLAN FOR TG PROPERTIES WILLIAMSTON,  
2810 N WILLIAMSTON ROAD, CITY OF WILLIAMSTON**

**RESOLUTION #25 – 373**

WHEREAS, the Brownfield Redevelopment Authority (the “Authority”) of the County of Ingham, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has prepared and recommended for approval by the Ingham County Board of Commissioners an amended Brownfield Plan (the “Plan”) pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Authority has, at least ten (10) days before the meeting of the Ingham County Board of Commissioners at which this resolution has been considered, provided notice to and fully informed all taxing jurisdictions (the “Taxing Jurisdictions”) which are affected by the Financing Plan about the fiscal and economic implications of the proposed Brownfield Plan; and

WHEREAS, pursuant to the Act, the Ingham County Board of Commissioners has held a public hearing on the approval and adoption of the Brownfield Plan and published the notice of that public hearing in accordance with the Act, and held on July 22, 2025, at 6:30 PM at the Historic Mason Court House, 341 S. Jefferson, Mason MI; and

WHEREAS, the Board of Commissioners has made the following determinations and findings:

- The Plan constitutes a public purpose under the Act;
- The Plan meets the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- The proposed method of financing the eligible activities, as described in the Plan, is feasible and the Authority has the ability to arrange the financing;
- The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and

WHEREAS, as a result of its review of the Plan and upon consideration of the views and recommendations of the Taxing Jurisdictions and City of Williamston City Council, the Board of Commissioners wishes to approve the Plan.

**AUGUST 26, 2025 REGULAR MEETING**

THEREFORE BE IT RESOLVED, that:

1. Plan Approved. Pursuant to the authority vested in the Board of Commissioners by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form attached as Exhibit "A" to this resolution.
2. Severability. Should any section, clause, or phrase of this resolution be declared by the Courts to be invalid, the same shall not affect the validity of this resolution as a whole nor any part thereof other than the part declared to be invalid.
3. Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this resolution are hereby repealed.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None                      **Absent:** None                      **Approved 08/19/25**

**FINANCE: Yeas:** Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** Morgan                      **Absent:** Cahill                      **Approved 08/20/25**

Commissioner Lawrence moved to adopt the resolution. Commissioner Peña supported the motion.

Commissioner Morgan stated he would be voting no as the project provided a \$435,000 tax break to build a gas station and convenience store on the site of a former gas station and generally he opposed any type of corporate tax breaks, especially when there were people struggling. Commissioner Morgan further stated that he would make exceptions for housing and other emergent community needs.

Commissioner Morgan stated that he felt Democrats liked to say they opposed handouts to corporations, but when things came to them locally they got uncomfortable and just went along with it, which was unfortunate.

The motion to adopt the resolution carried. **Yeas:** Cahill, Grebner, Johnson, Lawrence, Peña, Pratt, Polsdofer, Ruest, Schafer, Sebolt, Tennis, Willis.                      **Nays:** Morgan.                      **Absent:** Trubac, Maiville.

# AUGUST 26, 2025 REGULAR MEETING

## Exhibit A:

*Brownfield Plan for the Proposed Tailgaters Williamston  
2810 North Williamston Road, Williamston, Michigan  
PM Project No. R242.10009.001; June 4, 2025*

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### APPENDICIES

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*Brownfield Plan for the Proposed Tailgaters Williamston  
Located at 2810 North Williamston Road, Williamston, Michigan  
Project No. R242.10009.001; June 4, 2025*

## PROJECT SUMMARY

Project Name:	Proposed Tailgaters Williamston
Applicant/Developer:	TG Properties Williamston, LLC
Project Location:	The property is located at 2810 North Williamston Road in Township Three North (T.3N), Range One East (R.1E), Section 12. Williamston, Ingham County, Michigan 48995 (the "Property").
Type of Eligible Property:	The property is determined to be a "Facility" and is Adjacent and Contiguous to a "Facility".
Eligible Activities:	Work Plan Exempt Activities, Department Specific Activities, Preparation of a Brownfield Plan and Act 381 Work Plan, and Implementation of a Brownfield Plan and Act 381 Work Plan.
Developer Reimbursable Costs:	\$435,107.13 (includes eligible activities and 15% contingency)
LBRF Reimbursement	\$22,585
Length of Developer Reimbursement:	Estimated 11 Years from start of capture
Project Overview:	This project includes construction a new Tailgaters gas station, convenience store, and restaurant space with a drive-thru (totaling approximately 9,810 square feet).
Estimated Capital Investment:	Approximately \$6,000,000 (including Acquisition, Hard and Soft Costs)
Estimated Job Creation:	It is estimated that 50 construction jobs and 55 new permanent jobs, including 35 full time jobs, and 20 part time jobs will be created.

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*Brownfield Plan for the Proposed Tailgaters Williamston  
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## I. INTRODUCTION AND PURPOSE

To promote the revitalization of environmentally distressed, historic, functionally obsolete, and blighted areas and promote housing development within the boundaries of Ingham County ("the County"). The County has established the Ingham County Brownfield Redevelopment Authority (ICBRA) the "Authority" pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, as amended ("Act 381").

The objective of this Brownfield Plan (the "Plan") is to facilitate the redevelopment and investment in the eligible "Brownfield" Property situated within the City. Additionally, the Plan aims to enable the reimbursement of eligible activities associated with the Brownfield. By promoting the redevelopment of this area, the Plan seeks to foster economic growth that will benefit the residents of the City, along with all taxing units that are located within and impacted by the Authority.

This Plan is intended to apply to the eligible property identified in this Plan and, to identify and authorize the eligible activities to be reimbursed utilizing tax increment revenues. This Plan is intended to be a living document, which may be modified or amended in accordance with and as necessary to achieve the requirements and purposes of Act 381.

This Plan contains information required by Section 13(2) of Act 381, as amended. The applicable sections of Act 381 are noted throughout the Plan for reference purposes. All words or phrases not defined herein shall have the same meaning as such words and phrases included in Act 381.

### I.a. Property Description

The Eligible Properties consist of a portion of two (2) legal parcels totaling approximately 3.50 acres. These properties are situated at 2810 North Williamston Road and along North Williamston Road, Williamston, Ingham County, Michigan. Collectively, these parcels, along with all tangible personal property associated with them, will be designated as the "subject property."

The subject property is located on the North Williamston Road corridor, bounded by North Williamston Road property line to the north, Williamston Center Road to the east, vacant greenfield land to the south, and I-96 West Highway Entrance Ramp to the west. Individual parcel information is outlined below.

Property Address	Parcel ID Number	Approximate Acreage	Eligibility
2810 North Williamston Road	33-18-07-12-100-005	0.597 acres	"Facility"
No Address	A portion of 33-18-07-12-100-008	2.903 acres	"Adjacent and Contiguous"

It is anticipated that the Subject Property will be combined into one parcel. The current legal descriptions of the Property are included in Appendix A.

Standard and other historical resources were able to document that the first developed use of the subject property occurred by 1938 with a dwelling and sheds in the northern-central portion

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and agricultural fields throughout the remainder. Agricultural activities ceased between 1967 and 1976, and the eastern portion consisted of vacant land until agricultural activities began again between 2005 and 2006. The southwestern portion was redeveloped with a gasoline service station in approximately 1962. Fuel dispensing operations ceased in the late 1970s, and automotive service operations continued until at least 1997. The building was likely vacated in 1998 and demolished in 2006. The southwestern portion has consisted of vacant land since that time.

### **I.b. Basis of Eligibility**

The subject property is considered “eligible property” as defined by Act 381, Section 2 because it (a) was previously utilized for a commercial purpose; (b) is determined to be a “facility” as defined by Act 381 and is adjacent and contiguous to a qualifying parcel and is estimated to increase the captured taxable value of the project.

Additional information regarding the subject property’s eligibility is included within section II.h and documentation of eligibility is included within Appendix E.

### **I.c. Project Description**

TG Properties Williamston, LLC or any affiliate, or such other developer as approved by the Authority, are collectively the project developer (“Developer”).

Tailgaters (TG Properties) was established in the early 1980s by Chris Haddad. He initially opened several Dawn Donut and gas station locations. Over the years, Tailgaters has evolved into a large-format, one-stop-shop convenience store, focusing on providing quick and seamless transactions while leveraging state-of-the-art technology. The company maintains a consistent emphasis on enhancing the guest experience.

In addition to the upcoming Tailgaters location in Williamston, construction is underway for another Tailgaters in Delta Township, which is scheduled to open in May 2025. Furthermore, there are plans to develop up to four additional locations in the Lansing area.

The proposed redevelopment plan entails the construction of a new Tailgaters Sunoco gas station and convenience store, consisting of approximately 9,810 square feet. This facility will feature an in-store restaurant selling made-to-order food in store and by a drive-thru. Additionally, the project will include a gas station canopy, associated parking facilities, landscaping, and regional storm water management.

Construction activities are scheduled to commence summer of 2025. The gas station and retail establishment are projected to open in late fall 2025. TG Properties Williamston, LLC anticipates an investment of approximately \$6,000,000 and the creation of approximately 50 construction jobs and 55 permanent jobs, which consists of 35 full time equivalent (FTE) positions and 20 part time positions.

Preliminary site plans and renderings are included in Appendix D.

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## II. GENERAL PROVISIONS

### II.a. Description of Costs to be Paid for with Tax Increment Revenues (Section 13 (2)(a))

Tax Increment Financing revenues will be used to reimburse the costs of "Eligible Activities" (as defined by Section 2 of Act 381) as permitted under the Brownfield Redevelopment Financing Act that include:

- Work Plan Exempt Activities
- Department Specific Activities
- Preparation and Implementation of a Brownfield Plan and/or Act 381 Work Plan

A 15% Contingency has also been calculated and included within this Brownfield Plan. Tax Increment Revenues are also projected to be captured for ICBRA administrative fees, Local Brownfield Revolving Fund (LBRF), and capture for the State Brownfield Fund (Section 13B (14)).

A summary of the eligible activities and the estimated cost of each eligible activity intended to be reimbursed with tax increment revenues captured from the subject property are shown in the attached Table 1.

Additionally, costs in this Plan are subject to approval under an Act 381 Work Plan by the Michigan Department of Environment, Great Lakes, and Energy ("EGLE") and the Michigan Strategic Fund ("MSF") Board (through the MEDC) for the use of state tax increment revenues. EGLE and MSF/MEDC may adjust eligible activities amongst "environmental" and "non-environmental" eligible activities in accordance with state policy and guidance. If such changes occur, these changes will be reflected in the Act 381 Work Plan. So long as the grand total of eligible activity costs are not exceeded, these adjustments do not change the validity of this Plan.

### II.b. Brief Summary of the Eligible Activities that are Proposed (Section 13 (2)(b))

1. Work Plan Exempt Activities include a Phase I Environmental Site Assessment (ESA) and Phase II ESA/Brownfield Environmental Assessment at a cost of approximately \$21,040.
2. Department Specific Activities include utility corridor migration barriers; chemical-resistant gasketing for utilities; groundwater management; contaminated soil transportation and disposal; post development documentation of due care compliance reporting; and oversight/sampling/reporting by an environmental professional at a cost of approximately \$319,145.33.
3. Preparation and Implementation of the Brownfield Plan and Act 381 Work Plan (if applicable) and associated activities (e.g. meetings with ICBRA, review by City Attorney etc.) at approximately \$40,000.
4. A 15% contingency of \$47,871.80 is established to address unanticipated environmental and/or other conditions that may be discovered through the implementation of site activities. This excludes the cost of Baseline Environmental Assessment Activities and preparation of the Brownfield Plan and Act 381 Work Plan.

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5. Costs for administrative fees, Local Brownfield Revolving Fund (LBRF), and capture for the State Brownfield Fund.

The total estimated cost of Eligible Activities subject to reimbursement to the developer from tax increment revenues is \$435,107.13, which includes \$28,090 in EGLE-eligible environmental activities and \$407,017 in local eligible activities. This amount includes a 15% contingency. Unless the Plan is amended and approved by the ICBRA and City Council, this amount represents the not-to-exceed reimbursement total.

### **II.c. Estimate of Captured Taxable Value and Tax Increment Revenues (Section 13 (2)(c))**

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local and state tax revenues (as applicable) generated by the subject property and captured by the ICBRA, subject to any limitations and conditions described in this Plan, and the terms of a Reimbursement Agreement between the Developer and the Authority (the "Reimbursement Agreement").

The initial ("base") taxable value of the subject property shall be determined by use of the 2024 tax year tax value, which is \$41,281. Tax increment revenue capture will begin when tax increment is generated by redevelopment of the subject property, which is expected to begin in 2026 or when full redevelopment is completed, whichever occurs first. The estimated taxable value of the completed development is \$1,100,000. An annual increase in taxable value of 2.00% has been applied to account for future tax increments in this Plan. Table 2 details the estimated available tax increment revenues for each year of the Plan. The actual taxable value will be determined by the authorized assessor. This Plan incorporates a 10% pass-through to taxing jurisdictions from local tax capture. The developer reimbursement period is estimated at 11 years, after which an additional 5 years of capture is included for deposit into the Local Brownfield Revolving Fund (LBRF).

School tax capture under this Plan occurs only in Year 1 and is limited to \$10,209, based on the approved proportionality method.

The ICBRA will capture 5% of total tax increment revenues on an annual basis for administrative fees, which is estimated to be \$23,774.

The ICBRA has established a Local Brownfield Revolving Fund (LBRF). If available, capture for the LBRF is included in this plan for five (5) years following developer reimbursement is eligible. All funds deposited into the LBRF as part of this Plan will be used in accordance with the requirements of Act 381, as amended.

The State Brownfield Revolving Fund (SBRF) was created as a revolving fund within the department of treasury to be administered as provided in section 8a. of Act 381. Act 381 Section 13b (14) requires a contribution to the SBRF in an amount equivalent to 50% of the State Education Tax (SET) levied on the eligible property. The contribution should continue throughout the period of school tax increment revenue capture, including the LBRF capture period, up to a 25-year limit on capture for the SBRF. The estimated SBRF capture under this Plan is \$3,176.

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Prior to reimbursement of tax increment revenues to the Developer, payment of administrative fees and the SBRF will occur first. Local Brownfield Revolving Fund (LBRF) capture will occur at the end of the Plan for five (5) years as shown in Table 3.

A summary of the impact to taxing jurisdictions for the life of the Plan is summarized in Section II.h.

### **II.d. Method of Financing Plan Costs and Description of Advances by the Municipality (Section 13 (2)(d))**

Eligible activities will be financed by TG Properties Williamston, LLC. The Developer will be reimbursed for eligible costs as described in Section II.c and outlined in Table 1. Costs for Eligible Activities funded by TG Properties Williamston, LLC will be repaid under the Michigan Brownfield Redevelopment Financing Program (Michigan Public Act 381, as amended) with incremental taxes generated by future development of the subject property.

No advances will be made by the ICBRA for this project. All reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement.

### **II.e. Maximum Amount of Note or Bonded Indebtedness (Section 13 (2)(e))**

No note or bonded indebtedness will be incurred by any local unit of government for this project.

### **II.f. Duration of the Brownfield Plan (Section 13 (2)(f))**

Tax increment revenue capture will begin when tax increment is generated by redevelopment of the subject property, which is expected to begin in 2026 or when full redevelopment is completed, whichever occurs first.

The developer reimbursement period is estimated at 11 years, followed by 5 years of Local Brownfield Revolving Fund (LBRF) capture, for a total Plan duration of 16 years.

In no event shall the duration of the Plan, exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. The subject property will become part of this Plan on the date this Plan is approved by the Ingham County Board of Commissioners.

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**II.g. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions (Section 13 (2)(g))**

A summary of the total amounts estimated to be generated and preserved for taxing units during the life of the Plan are outlined below.

Millage	Rate	Developer Reimbursement	Administrative Fee	Local Brownfield Revolving Fund	State Brownfield Fund	Taxes Preserved for Taxing Unit	Totals	10% Pass through
State Education Tax (SET)	6.0000	\$ 2,858	\$ -	\$ -	\$ 3,176	\$ 2,726	\$ 8,759	\$ 318
School Operating Tax	17.7702	\$ 3,472	\$ -	\$ -	\$ -	\$ 8,069	\$ 11,541	\$ 15,342
<b>Subtotal</b>	<b>23.7702</b>	<b>\$ 6,330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,176</b>	<b>\$ 10,794</b>	<b>\$ 20,300</b>	<b>\$ 15,660</b>
City Operating	14.8663	\$ 146,478	\$ 8,003	\$ 7,603	\$ -	\$ 6,751	\$ 192,149	\$ 32,175
Library	1.5590	\$ 15,361	\$ 839	\$ 797	\$ -	\$ 708	\$ 20,163	\$ 3,374
Ingham County Operating (summer)	6.7473	\$ 66,487	\$ 3,633	\$ 3,451	\$ -	\$ 3,054	\$ 87,219	\$ 14,604
Farmland Preservation	0.1395	\$ 1,374	\$ 75	\$ 71	\$ -	\$ 63	\$ 1,802	\$ 302
Ingham County Jail/Justice	0.8476	\$ 8,351	\$ 456	\$ 433	\$ -	\$ 385	\$ 10,955	\$ 1,834
Juvenile Justice	0.6000	\$ 5,912	\$ 323	\$ 307	\$ -	\$ 272	\$ 7,755	\$ 1,299
Ingham County Parks/Trails	0.4966	\$ 4,913	\$ 268	\$ 255	\$ -	\$ 226	\$ 6,444	\$ 1,079
Animal Control	0.1500	\$ 1,478	\$ 81	\$ 77	\$ -	\$ 68	\$ 2,085	\$ 325
Ingham County ISD Operating (RESA)	0.1994	\$ 1,965	\$ 107	\$ 102	\$ -	\$ 91	\$ 2,377	\$ 432
Ingham County RESA Special Ed	4.7384	\$ 46,687	\$ 2,551	\$ 2,423	\$ -	\$ 2,152	\$ 61,245	\$ 10,255
School Sinking Fund	0.9818	\$ 9,674	\$ 529	\$ 502	\$ -	\$ 446	\$ 12,690	\$ 2,125
School Recreation	0.7314	\$ 7,206	\$ 394	\$ 374	\$ -	\$ 332	\$ 9,453	\$ 1,583
LCC Operating	3.7692	\$ 37,138	\$ 2,029	\$ 1,928	\$ -	\$ 1,712	\$ 48,717	\$ 8,158
ISD Vocational Education	1.2912	\$ 12,722	\$ 695	\$ 660	\$ -	\$ 596	\$ 16,689	\$ 2,795
Elder Care	0.3000	\$ 2,956	\$ 162	\$ 153	\$ -	\$ 136	\$ 3,870	\$ 649
Airport	0.6990	\$ 6,887	\$ 376	\$ 357	\$ -	\$ 317	\$ 8,035	\$ 1,513
Putter Park Zoo	0.4966	\$ 4,913	\$ 268	\$ 255	\$ -	\$ 226	\$ 6,444	\$ 1,079
NESA	2.9648	\$ 29,213	\$ 1,596	\$ 1,516	\$ -	\$ 1,346	\$ 39,322	\$ 6,417
Emergency 911	0.8483	\$ 8,358	\$ 457	\$ 434	\$ -	\$ 385	\$ -	\$ 1,836
Public Transportation	0.5988	\$ 5,900	\$ 322	\$ 306	\$ -	\$ 272	\$ -	\$ 1,296
Health Services	0.6300	\$ 6,207	\$ 339	\$ 322	\$ -	\$ 286	\$ -	\$ 1,364
Housing and Homeless	0.5000	\$ 4,926	\$ 269	\$ 256	\$ -	\$ 227	\$ -	\$ 1,082
<b>Subtotal</b>	<b>44.1599</b>	<b>\$ 435,167</b>	<b>\$ 23,774</b>	<b>\$ 22,585</b>	<b>\$ 3,176</b>	<b>\$ 28,063</b>	<b>\$ 481,466</b>	<b>\$ 85,675</b>
<b>Total Capturable Millages</b>	<b>67.9201</b>	<b>\$ 441,437</b>	<b>\$ 23,774</b>	<b>\$ 22,585</b>	<b>\$ 3,176</b>	<b>\$ 30,846</b>	<b>\$ 621,879</b>	
<b>Non-Capturable Millages</b>	<b>Rate</b>					<b>Taxes Generated for Taxing Unit</b>		
School Debt	7.8400					\$ 101,707		
Veterans Fund	0.0728					\$ 459		
<b>Total Non-Capturable Millages</b>	<b>7.8728</b>					<b>\$ 102,165</b>		

See **Table 2** for a complete breakdown of estimated available tax increment revenues and **Table 3** for the annual estimated developer reimbursement.

**II.h. Legal Description, Property Map, Property Characteristics, and Personal Property (Section 13 (2)(h))**

The subject property's legal description is included in Appendix A and a map(s) showing the location and dimensions of the eligible property is included in Appendix B.

The subject property is considered "eligible property" as defined by Act 381, Section 2 because it (a) was previously utilized for a commercial purpose; and (b) is determined to be a "facility" as defined by Act 381 and is adjacent and contiguous to a qualifying parcel and is estimated to increase the captured taxable value of the project. The subject property (historically identified as 2810 South Williamston Road) is a closed LUST site with two releases reported in June 1997 (Leak No. C-0468-97) and August 1997 (Leak No. C-0774-97). Based upon review of the previous subsurface investigations, soil and groundwater contamination is present which exceeds the current Part 213 RBSLs. Institutional controls associated with the closure restrict the use of the property to commercial/industrial use.

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### **1997 LUST Closure Report (SME)**

The LUST Closure Report documents the June 1997 release reported was associated with the former gasoline UST system, including the USTs and dispensers, and the August 1997 release was associated with a former fuel oil UST, which was reportedly used for resale of fuel oil. The USTs had reportedly been empty for 18-20 years at the time of the assessment and closure in 1997. The LUST Closure Report also notes that three USTs were registered in 1995, including two gasoline USTs and one used oil UST, however, additional gasoline USTs were present, and the owner later confirmed that via affidavit that one 500-gallon fuel oil UST was installed during building construction and a second 500-gallon fuel oil UST was installed by Standard Oil and used for the storage of kerosene or diesel fuel for resale.

Site assessment activities were conducted between June and October 1997 and approximately 220 cubic yards of soil was excavated and disposed off-site. Site specific target levels (SSTLs) were calculated and utilized for closure. However, PM compared the 1997 analytical results to the current Part 213 Risk Based Screening Levels (RBSLs). Benzene, toluene, ethylbenzene, and xylenes (collectively BTEX) were detected above Part 213 Residential and Nonresidential Drinking Water Protection (DWP) and Groundwater Surface Water Interface Protection (GSIP) in the area of the former gasoline UST basin and dispenser area. Concentrations of benzene, ethylbenzene, and xylenes also exceeded the nonresidential volatilization to indoor air pathway (VIAP) screening levels in these areas. One groundwater sample was collected from west of the dispenser area and benzene, ethylbenzene, and xylenes were detected above Part 213 Groundwater Surface Water Interface (GSI) and Drinking Water (DW) RBSLs and benzene and ethylbenzenes were detected above nonresidential VIAP screening levels. Although no free product was encountered in 1997, BTEX concentrations indicative of nonaqueous phase liquid (NAPL) were detected in a soil sample collected from the area of the former fuel dispensers. BTEX and polynuclear aromatic hydrocarbons (PNAs) were not detected above Part 213 RBSLs in the area of the former fuel oil UST basin. The releases were granted restricted closure in January 1998.

### **1997 Baseline Environmental Assessment (SME)**

The 1997 BEA was prepared for the parcel currently identified as 2810 North Williamston Road (parcel no. 33-18-07-12-100-005), on behalf of the Five M Company who currently owns this parcel. At the time of the BEA, this parcel was identified as 2828 South Williamston Road.

The BEA documents an interview with the former owner, Mr. Gordon Long, who indicated the property was developed with a gas station in 1962 and operations ceased in 1978. The USTs were reportedly emptied in 1978 and remained in place until removal in 1997. The associated building continued to be utilized for automotive service operations through 1997. The BEA summarized RECs including a hydraulic hoist in the northern bay of the building; a below ground liquid containing holding tank in the southern bay of the building; exterior parts storage south of the building; container storage north of the building, and drum storage in the northwestern portion; and oil staining in the southern portion. Five surficial soil samples were collected from the exterior areas and metals and polynuclear aromatic hydrocarbons (PNAs) were detected above Part 201 Generic Cleanup Criteria (GCC). No soil or groundwater samples were collected from within the former building. The BEA also referenced the data summarized in the LUST Closure Report.

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### 2024 BEA (PM)

The table below summarizes the analytical results with target analyte concentrations in excess of Part 201 and Part 213 cleanup criteria in soil from site investigation activities completed in October 2024. The sample locations are provided on Figure 3 and a full summary of the analytical results are presented in Table 1.

**Summary of Soil and Groundwater Analytical Results**

Location and Depth (feet bgs)	Sample Depth/ Screen Interval [DTW] (feet bgs)	Analysis	Compounds Exceeding the Part 201/213 Cleanup Criteria/RBSLs/Screening Levels
SB-1/TMW-1	Soil: 4.0-5.0	Petroleum VOCs, PNAs	VIAP (R): 1,3,5-Trimethylbenzene
	Groundwater r: 13.0-15.0		VIAP (R): Benzene, Ethylbenzene GSI: Ethylbenzene
SB-2	Soil: 5.0-6.0	Petroleum VOCs, PNAs	DWP (R): n-Propylbenzene DWP (R/NR): Ethylbenzene, 1,2,3-Trimethylbenzene, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene VIAP (R/NR): Ethylbenzene, Xylenes, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene, Naphthalene VIAP (R): n-Propylbenzene, 1,2,3-Trimethylbenzene, 2-Methylnaphthalene GSIP: Ethylbenzene, Xylenes, 1,2,3-Trimethylbenzene, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene, Naphthalene
SB-2	Soil: 11.0-12.0	Petroleum VOCs, PNAs	VIAP (R): Ethylbenzene, 1,2,4-Trimethylbenzene
SB-3	Soil: 6.0-7.0	Petroleum VOCs, PNAs	DWP (R): Benzene, n-Propylbenzene DWP (R/NR): Ethylbenzene, Xylenes, 1,2,3-Trimethylbenzene, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene VIAP (R/NR): Benzene, Ethylbenzene, Xylenes, 1,2-Dichloroethane, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene VIAP (R): n-Propylbenzene, 1,2,3-Trimethylbenzene, Naphthalene GSIP: Ethylbenzene, Xylenes, 1,2,3-Trimethylbenzene, 1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene, Naphthalene

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Project No. R242.10009.001; June 4, 2025*

Location and Depth (feet bgs)	Sample Depth/ Screen Interval [DTW] (feet bgs)	Analysis	Compounds Exceeding the Part 201/213 Cleanup Criteria/RBSLs/Screening Levels
	Groundwater r: 13.0-15.0		DW (R/NR): Benzene, Ethylbenzene VIAP (R/NR): Benzene, Ethylbenzene, Isopropyl benzene VIAP (R): Naphthalene GSI: Benzene, Ethylbenzene
SB-4	Soil: 6.0-7.0	Petroleum VOCs, PNAs	VIAP (R/NR): Ethylbenzene VIAP (R): Naphthalene GSIP: Ethylbenzene
SB-4	Soil: 11.0-12.0	Petroleum VOCs, PNAs	DWP (R): Benzene DWP (R/NR): Ethylbenzene VIAP (R/NR): Benzene, Ethylbenzene VIAP (R): 1,3,5-Trimethylbenzene GSIP: Ethylbenzene

R – Residential

DTW – Depth to Water

VIAP: Volatilization to Indoor Air Pathway

NR – Nonresidential

DWP – Drinking Water Protection

DW: Drinking Water

GSIP – Groundwater Surface Water Interface Protection    GSI – Groundwater Surface Water Interface

Target analytes were identified in soil samples analyzed at concentrations exceeding the Parts 201/213 Residential and Nonresidential DWP and GSIP and Residential DC cleanup criteria/RBSLs. Additionally, soil contamination was identified exceeding the EGLE Residential and Nonresidential VIAP screening levels. Based on the identified soil exceedances of the Parts 201/213 cleanup criteria/RBSLs, VIAP screening levels exceedances, and the closed LUST status with land use restrictions, the subject property meets the definition of a “facility” and a “property” in accordance with Parts 201/213 of P.A. 451 of the Michigan Natural Resources Environmental Protection Act (NREPA), as amended.

Personal property may be included as part of the eligible property and associated tax increment capture to the extent that it is taxable personal property. However, personal property is not included within the projections attached to this Plan.

Documentation of characteristics that qualify the property as eligible property is provided in Appendix E.

**II.i. Estimates of the Number of Persons Residing on the Property (Section 13 (2)(i))**

No displacement of residents or families is expected as part of this project.

## AUGUST 26, 2025 REGULAR MEETING

*Brownfield Plan for the Proposed Tailgaters Williamston  
Located at 2810 North Williamston Road, Williamston, Michigan  
Project No. R242.10009.001; June 4, 2025*

### **II.j. Plan for Relocation of Displaced Residents (Section 13 (2)(j))**

No persons will be displaced as result of this development; therefore, a Plan for relocation is not applicable for this Plan.

### **II.k. Provisions for Relocation Costs (Section 13 (2)(k))**

No persons will be displaced as result of this development; therefore, no relocation costs will be incurred.

### **II.l. Strategy for Compliance with Michigan's Relocation Assistance Law (Section 13 (2)(l))**

No persons will be displaced as result of this development; therefore, no relocation assistance strategy is needed for this Plan.

### **II.m. Other Material that the Authority or Governing Body Considers Pertinent (Section 13 (2)(m))**

The Brownfield Redevelopment Authority and the City Council as the Governing Body, in accordance with the Act, may amend this Plan in order to fund additional eligible activities associated with the Project described herein.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 7**

Introduced by the County Services and Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE \$100,000 IN LEGISLATIVE ENHANCEMENT GRANT FUNDS TO COONEY HOMES TO CONSTRUCT A SINGLE-FAMILY HOME ON A PARCEL IN THE CITY OF LANSING PREVIOUSLY OWNED BY THE INGHAM COUNTY LAND BANK**

**RESOLUTION #25 – 374**

WHEREAS, the Ingham County Board of Commissioners authorized Resolution #24-467 to enter into an agreement with the Michigan Housing Development Authority (MSHDA) to allocate \$15,000,000 in Legislative Enhancement Grant funds to eligible housing-related programs and projects; and

WHEREAS, Cooney Homes has proposed the construction of one single-family home at 1110 E César E. Chávez Avenue in Lansing and has submitted a request for \$100,000 to the Housing Trust Fund Committee; and

WHEREAS, this project has been partially funded using American Rescue Plan Act (ARPA) funds authorized for the Ingham County Land Bank through Resolutions #23-390 and #25-101, allocating up to \$1,230,000 for the development of eight single family homes on vacant Ingham County Land Bank parcels; and

WHEREAS, the newly constructed home is to be completed by August 31, 2026, and is to be made available for purchase for eligible homebuyers with a household income at or below 120% of the Area Median Income; and

WHEREAS, the Housing Trust Fund Committee has recommended that the Ingham County Board of Commissioners authorize \$100,000 in MSHDA Legislative Enhancement Grant funds for the construction of a single-family home on a vacant parcel previously held by the Ingham County Land Bank.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorize an agreement with Cooney Homes for \$100,000 for construction of a single-family home at 1110 E César E. Chávez Ave in Lansing, with terms consistent with MSHDA Legislative Enhancement Grant requirements.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign all applications, attachments, grant agreements, and all amendments, after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 8**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO PURCHASE FORECLOSED PARCELS 33-02-02-10-301-002  
AND 33-02-20-16-351-001**

**RESOLUTION #25 – 375**

WHEREAS, the Ingham County Treasurer, acting as the Foreclosing Governmental Unit for Ingham County, has foreclosed for nonpayment of property taxes property in Meridian Township designated as parcels 33-02-02-10-301-002 (Haslett Road Parcel) and 33-02-20-16-351-001 (Grand River Avenue Parcel), described respectively as M10-21 Com 140 feet E of W ¼ post, S 21 rods, 10 feet, to N line of Saginaw Street Highway E along Highway 28 rods N to ¼ Line W to Beg; Sec 10, T4 NR1W except the E 230 feet thereof Haslett Road Parcel) AND as M16-18 W 133 ft of SW ¼ Lying S of GTRRR R/W Sec 16 T4NR1W (Grand River Avenue Parcel); and

WHEREAS, the parcels are low-lying, vacant parcels adjacent, respectively, to the Lake O'the Hills Drain (Haslett Road Parcel) and to the Mud Lake Outlet Drain (Grand River Avenue Parcel); and

WHEREAS, the best outcome of this situation is to have each parcel acquired by the respective drain drainage districts for use as detention/retention areas and remove them from the tax rolls; and

WHEREAS, the County is permitted, under Michigan Compiled Laws Section 211.78m(1), to purchase the property from the foreclosing governmental unit not later than the first Tuesday in July for the amount of the auction minimum bid, unless a claimant has filed a claim for remaining proceeds under Michigan Compiled Laws section 211.78t(2) on or before July 1, 2025; and

WHEREAS, the auction minimum bid amount for the Haslett Road parcel is \$3,130.40 and the auction minimum bid amount for the Grand River Avenue parcel is \$978.23; and

WHEREAS, this amount may be paid by transfer of funds from the Drain Revolving Account (Fund 801) into Delinquent Tax Revolving Funds 522, 523, and 524 at no cost to the County; and

WHEREAS, this transfer has been approved by the Ingham County Treasurer.

THEREFORE BE IT RESOLVED, that Ingham County purchases parcel 33-02-02-10-301-002 (Haslett Road Parcel) for \$3130.40 and 33-02-20-16-351-001 (Grand River Avenue Parcel) for \$978.23 both from the Ingham County Treasurer acting as the Foreclosing Governmental Unit for Ingham County, the purchase monies to be transferred from Fund 801.

BE IT FURTHER RESOLVED, that the parcels will be deeded to Ingham County Drain Commissioner on behalf of the Lake O'the Hills Drain Drainage District (Haslett Road parcel) and the Mud Lake Outlet Drain Drainage District (Grand River Avenue Parcel) for the purpose of use as stormwater detention/retention areas and removing them from the tax rolls.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution, on behalf of the County, after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that this resolution has no effect if, by the legal deadline for doing so, a claimant with interest in the parcel files a claim for remaining proceeds pursuant to Michigan Compiled Laws Section 211.78t (2).

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 9**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO CONTRACT FOR GIS PARCEL VIEWER**

**RESOLUTION #25 – 376**

WHEREAS, the Ingham County Equalization Tax Mapping Viewer has been a reoccurring expense in the Equalization and Tax Mapping Department Budget; and

WHEREAS, Michigan State University Remote Sensing and Geographic Information Systems (GIS), the host of said service, informed the County that its current application, first developed in 1998 and last updated in 2003, was no longer sustainable and would need replacement; and

WHEREAS, the Purchasing Department has advertised and requested proposals for the necessary contractual service to provide a GIS-based parcel viewer; and

WHEREAS, Amalgam LLC of Mt. Pleasant, Michigan has submitted an acceptable proposal in accordance with the qualifications required by the Equalization and Tax Mapping Department; and

WHEREAS, it is the recommendation of the Ingham County Equalization and Tax Mapping Department in concurrence with the Purchasing Department to award this contract to Amalgam LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, through the Equalization and Tax Mapping Department, authorizes entering into a contract with Amalgam LLC in an annual amount as set forth in the following schedule:

Year 1:	\$9,000
Year 2:	\$9,000
Year 3:	\$6,500
Year 4:	\$6,500
Year 5:	\$6,500

BE IT FURTHER RESOLVED, that a five-year contract be approved with the stipulation that a three-year extension shall be a permissible option of the County.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None      **Absent:** None      **Approved 08/19/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 10**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE OFFICE OF STRATEGIC POLICY & PUBLIC IMPACT TO  
ACCEPT SPONSORSHIP DONATIONS FOR COMMUNITY ENGAGEMENT EVENTS**

**RESOLUTION #25 – 377**

WHEREAS, the Ingham County Office of Strategic Policy & Public Impact (SPPI) coordinates and hosts a variety of free community engagement events throughout the year to strengthen public trust, enhance resident access to services, and foster collaborative partnerships across the County; and

WHEREAS, these events are open to all Ingham County residents and often include free resources, food, entertainment, and educational opportunities; and

WHEREAS, the success and reach of these events regularly exceed available budget allocations; and

WHEREAS, local businesses, nonprofits, and community partners have expressed interest in contributing to the success of these initiatives through financial sponsorships, honorarium, and in-kind donations; and

WHEREAS, SPPI seeks to maximize flexibility and inclusivity in its fundraising efforts by accepting sponsorships and donations; and

WHEREAS, these contributions will directly support the continued delivery of accessible, inclusive, and high-impact public engagement programming in Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners grants the Office of Strategic Policy & Public Impact ongoing authorization to accept monetary sponsorships, honorarium, and in-kind donations from community partners to support SPPI led and/or co-led community engagement events.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer sponsorship donations specified in this resolution to the appropriate line item(s) supporting SPPI community events and to make other necessary budget adjustments as needed, consistent with this resolution.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 11**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE THE RENEWAL OF THE RIGHTFAX SUPPORT AGREEMENT**

**RESOLUTION #25 – 378**

WHEREAS, Ingham County currently utilizes RightFax for faxing, which requires ongoing support; and

WHEREAS, the Innovation & Technology Department (ITD) obtained contract pricing from Konica Minolta for our ongoing support and licensing needs; and

WHEREAS, our current existing support agreement expires on September 27, 2025 and ITD recommends renewing this agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners do hereby authorize the renewal of the support agreement from Konica Minolta in the amount not to exceed \$15,180.26.

BE IT FURTHER RESOLVED, that the total cost will be paid out of the County's Network Fund #63625810-932030.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any contract documents consistent with this resolution and approved as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 12**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AMEND RESOLUTION #25-269 TO REFLECT ACCURATE TWO-YEAR PRICING FOR PEST CONTROL SERVICES WITH ROSE PEST SOLUTIONS**

**RESOLUTION #25 – 379**

WHEREAS, Resolution #25-269 authorized a two-year extension with Rose Pest Solutions for pest control and management services through May 31, 2027; and

WHEREAS, the resolution stated a not-to-exceed amount of \$78,848, which does not accurately reflect the updated pricing submitted by the vendor; and

WHEREAS, the correct base annual cost for pest control services at various Ingham County facilities is \$17,012; and

WHEREAS, a contingency amount is being included to cover potential unforeseen pest control needs such as wasp infestations, bed bug treatments, or supplemental visits; and

WHEREAS, the revised not-to-exceed amount for the full two-year term is \$37,426.40; and

WHEREAS, funds are available in the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #25-269 to reflect the corrected annual amount of \$17,012, and includes a contingency amount of \$3,402.40 for unanticipated pest control needs, bringing the revised two-year total to a not to exceed amount of \$37,426.40.

BE IT FURTHER RESOLVED, that all other terms and conditions of Resolution #25-269 shall remain in effect.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary documents consistent with this amendment after review by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 13**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A SERVICE AGREEMENT WITH KNIGHT WATCH FOR THE  
GALAXY SOFTWARE MAINTENANCE RENEWAL FOR COUNTY BUILDINGS**

**RESOLUTION #25 – 380**

WHEREAS, Ingham County relies on the Galaxy Software system for access control and operational efficiency across multiple County facilities; and

WHEREAS, the current Galaxy Software license requires annual renewal to ensure continued access to critical updates, patches, and support services; and

WHEREAS, Knight Watch has submitted a quote in the amount of \$6,048 for software maintenance support covering the 2025–2026 period, per Quote #001556 dated July 22, 2025, which includes software updates and patch management, but excludes installation labor; and

WHEREAS, funds are available in the approved Facilities budget to cover this renewal.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a service agreement with Knight Watch for the Galaxy Software Maintenance Renewal for the 2025–2026 period, in an amount not to exceed \$6,048.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments to complete this action.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary documents consistent with this resolution and approved as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 14**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH CLEAN TEAM USA FOR WINDOW  
CLEANING SERVICES**

**RESOLUTION #25 – 381**

WHEREAS, the Ingham County Facilities Department issued Request for Proposals (RFP) Packet #15-25 seeking qualified vendors to provide semiannual window cleaning services for various County facilities; and

WHEREAS, Clean Team USA submitted a complete proposal and participated in an interview, demonstrating a clear understanding of the County’s requirements, including scope of work, scheduling, and compliance with the County’s Purchasing Policy and Living Wage Policy; and

WHEREAS, Clean Team USA proposed an annual cost of \$26,360 for the services and demonstrated sufficient capacity, experience, and local presence to fulfill the contract; and

WHEREAS, the contract shall be for a three-year term, with the option to extend for two additional years upon mutual agreement; and

WHEREAS, funds are available in the appropriate 931100 maintenance contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Clean Team USA, located at 4055 English Oak Drive, Suite 20001A, Lansing, MI 48911, for semiannual window cleaning services for various County facilities, at an annual cost not to exceed \$26,360, for a term of three (3) years, with an option to extend for an additional two (2) years upon mutual agreement.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None                      **Absent:** None                      **Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 15**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR A CONFLICT MONITOR TESTER  
FROM A SOLE SOURCE PROVIDER**

**RESOLUTION #25 – 382**

WHEREAS, the Ingham County Road Department is responsible for maintaining traffic signals throughout the County to ensure the safety and efficiency of roadways; and

WHEREAS, regular testing is needed to ensure that the conflict monitor installed in each traffic signal cabinet functions properly and detects unsafe signal configurations such as simultaneous green in opposing directions or power issues; and

WHEREAS, the current conflict monitor testing device owned by the Road Department is an obsolete model that is no longer able to be repaired or properly calibrated, requiring a new replacement model (PCMT 8800) be purchased along with the required cables; and

WHEREAS, Athens Technical Specialists Inc. is the sole source provider for PCMT 8800 conflict monitor testing device within the state of Michigan; and

WHEREAS, funds are available in the 2025 Road Fund budget to cover this necessary purchase of \$12,870.30.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a purchase order in the amount of \$12,870.30 for the PCMT 8800 Conflict Monitor Tester with Athens Technical Inc., as the sole source provider for this device.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None      **Absent:** None      **Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 16**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION MAKING A FINAL ORDER OF DETERMINATION FOR A  
PROPOSED SPECIAL ASSESSMENT DISTRICT FOR MILES DRIVE**

**RESOLUTION #25 – 383**

WHEREAS, a petition has been submitted to the Ingham County Road Department by property owners representing more than 51% of the lineal frontage of lands fronting or touching Miles Drive, located within Delhi Township, for improvements to a public county road lying outside the limits of any city or village; and

WHEREAS, the Board adopted its First Order of Determination (Resolution #25-353), declaring the petitioned project to be necessary for the benefit of public welfare and convenience, as required by Michigan Public Act 246 of 1931; and

WHEREAS, a public Hearing of Objections was held on August 4, 2025, at which time the Road Department presented the proposed improvement, final specifications, proposed assessment district, determination of benefit for apportionments, and other related information; and

WHEREAS, the Hearing Examiner has reviewed all testimony and evidence received at the Hearing of Objections, resulting in the following Findings of Fact and Determinations:

- That the proposed improvement is deemed necessary and shall occur in the 2026 construction season;
- That the improvement shall be constructed in accordance with the final specifications, a copy of which is attached to this resolution;
- That the special assessment district, as determined and announced at the hearing, shall consist of the lands identified as receiving special benefit from the improvement, and only these lands shall be assessed;
- That the improvement will be the full financial responsibility of the property owners within the special assessment district, with the determination of benefit for apportionment based on equal shares per parcel;
- That the necessary funds for the improvement shall be assessed in 10 annual installments, which is the maximum permitted by Public Act 246 of 1931.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby confirms the Findings of Fact and Final Determinations from the Hearing Examiner and adopts them as its own.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners hereby makes its Final Order of Determination for the improvement of Miles Drive pursuant to the provisions of Michigan Public Act 246 of 1931, as amended, finding the improvement to be necessary for the public welfare and convenience, and determining that the project shall proceed in accordance with the final specifications attached hereto.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None                    **Absent:** None                    **Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                    **Absent:** Cahill                    **Approved 08/20/25**

Adopted as a part of the consent agenda.

# AUGUST 26, 2025 REGULAR MEETING

### TRAFFIC DATA

ROUTE	2022 ADT	2042 ADT	COMMERCIAL %	POSTED SPEED	DESIGN SPEED	LOCATION
MILES DR	-	-	-	25 MPH	25 MPH	HAMILTON ST - ENFIELD DR
HAMILTON ST	-	-	-	25 MPH	25 MPH	LAMBETH WAY - MILES DR

## INGHAM COUNTY ROAD DEPARTMENT IN COOPERATION WITH THE SPECIAL ASSESSMENT DISTRICT IN DELHI TOWNSHIP PLAN AND PROFILE OF PROPOSED

COUNTY	TOWNSHIP	CITY	SHEETS
INGHAM COUNTY	DELHI		2 - 12

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE PERFORMED ACCORDING TO THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2020 STANDARD SPECIFICATIONS FOR CONSTRUCTION, SPECIAL PROVISIONS, AND SUPPLEMENTAL SPECIFICATIONS.

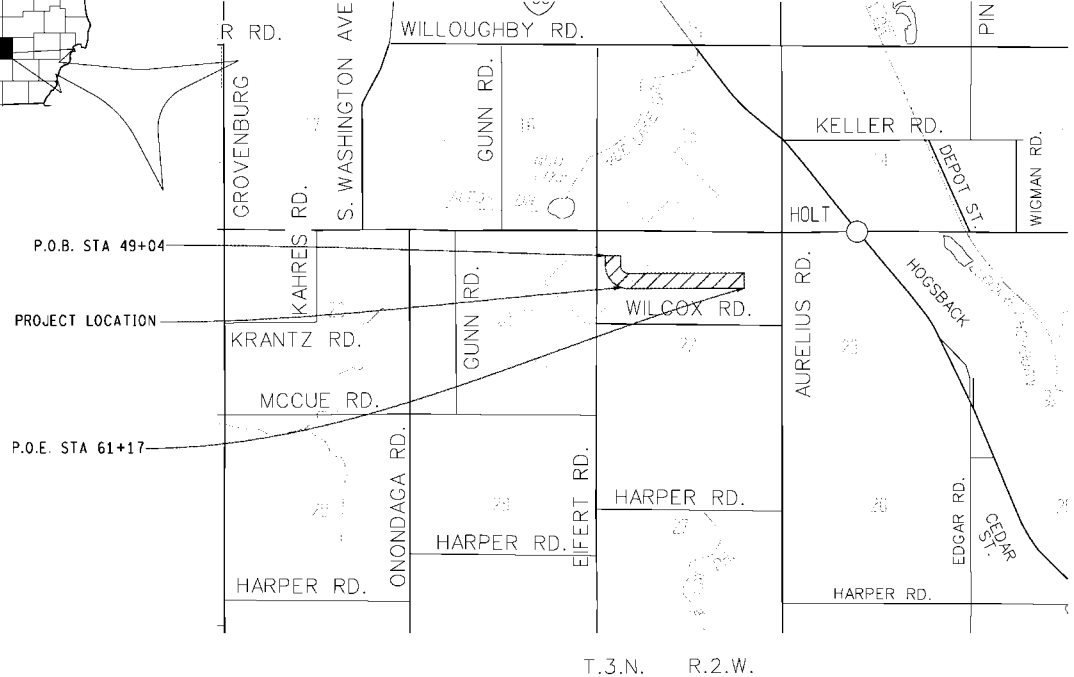
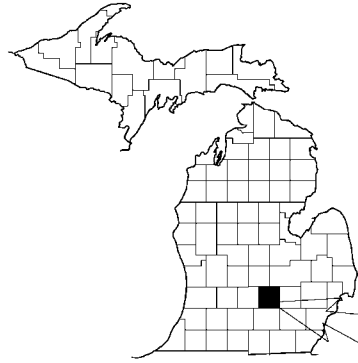
## MILES DR & HAMILTON ST - LAMBETH WAY TO ENFIELD DR

THE PROPOSED IMPROVEMENTS COVERED BY THESE PLANS ARE DESIGNED IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAMS GUIDELINES FOR GEOMETRICS, 2017 EDITION, SECTION C.130.

ALL WORK PERFORMED UNDER THIS CONTRACT SHALL BE ACCORDING TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, MICHIGAN 2011 EDITION.

CONTACT MISS DIG SYSTEM, INC. FOR THE PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH MCL 440.121 ET SEQ. BY PHONE AT 811 OR 800-482-7171 OR VIA THE WEB AT EITHER [ELOCATE.MISSDIG.ORG](http://ELOCATE.MISSDIG.ORG) FOR SINGLE ADDRESS OR [PTE.MISSDIG.ORG](http://PTE.MISSDIG.ORG), A MINIMUM OF 3 WORKING DAYS PRIOR TO EXCAVATING, EXCLUDING WEEKENDS AND HOLIDAYS. MEMBERS WILL THIS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

LIMITS	CONTROL SECTION	JOB NUMBER	BID PACKET	CATEGORY	FEDERAL PROJECT
MILES DR - HAMILTON STREET TO ENFIELD DRIVE HAMILTON ST - LAMBETH WAY TO MILES DR	33000	801111	XX	01	NO



**CONTRACT FOR:**  
0.25 MILES OF HMA SURFACE REMOVAL, CONCRETE CURB AND CUTTER REPAIR, AND HMA RECONSTRUCTION, ALONG WITH ADA SIDEWALK RAMP IMPROVEMENTS, AND TURF RESTORATION.

- INGHAM COUNTY BOARD OF COMMISSIONERS**
- 1ST DISTRICT RANDY HAINVILLE, COMMISSIONER
  - 2ND DISTRICT KARLA RUEST, COMMISSIONER
  - 3RD DISTRICT CHRIS TRUBAC, COMMISSIONER
  - 4TH DISTRICT TODD TENNIS, COMMISSIONER
  - 5TH DISTRICT WYLES JOHNSON, COMMISSIONER
  - 6TH DISTRICT RACHEL WELLS, COMMISSIONER
  - 7TH DISTRICT THOMAS MORGAN, COMMISSIONER
  - 8TH DISTRICT ROBERT PENA, COMMISSIONER
  - 9TH DISTRICT RYAN REBOLT, CHAIRPERSON
  - 10TH DISTRICT CARRIELE LAWRENCE, COMMISSIONER
  - 11TH DISTRICT MARK GREENSB, COMMISSIONER
  - 12TH DISTRICT IRENE CAHILL, COMMISSIONER
  - 13TH DISTRICT TANYA PRATT, COMMISSIONER
  - 14TH DISTRICT MARK POLSDOPFER, COMMISSIONER
  - 15TH DISTRICT MONICA SCHAFER, COMMISSIONER

**INGHAM COUNTY ROAD DEPARTMENT**

KELLY R. JONES, P.E. MANAGING DIRECTOR

APPROVALS

\_\_\_\_\_  
KELLY R. JONES, P.E. - COUNTY HIGHWAY ENGINEER DATE

PREPARED UNDER SUPERVISION OF

\_\_\_\_\_  
DAVID G. WALBACH, P.E. - ASST DIR OF ENGINEERING DATE



INGHAM COUNTY ROAD DEPARTMENT  
301 BUSH STREET, P.O. BOX 38, MASON, MI. 48854

CONTROL SECTION: 33000 JOB NUMBER: 801111 BID PACKET: XX

# AUGUST 26, 2025 REGULAR MEETING

PUBLIC UTILITIES		PROJECT SPECIFIC NOTES	SHEET INDEX																																		
<p>The existing utilities listed below and shown on these plans represent the best information available as obtained on our surveys. This information does not relieve the contractor of the responsibility to be satisfied as to its accuracy and the location of existing utilities.</p> <p><b>Owner:</b> <span style="float: right;"><b>Type Of Utility</b></span></p> <p><b>AT&amp;T</b> <span style="float: right;"><b>Telephone</b></span>                      337 North Abbot, Room 201                      East Lansing, MI, 48823</p> <p>Contact: Darrell Taylor                      Phone: 517-337-3529                      Email: d5439@att.com</p> <p><b>DATA</b> <span style="float: right;"><b>Transportation</b></span>                      337 North Abbot, Room 201                      East Lansing, MI, 48823</p> <p>Contact: Kai Christensen                      Phone: 517-387-7203 x203                      Email: <a href="mailto:kchristensen@data.com">kchristensen@data.com</a></p> <p>Contact: John Kinney                      Phone: 517-719-6572</p> <p><b>Comcast</b> <span style="float: right;"><b>Broadband</b></span>                      1407 E Miller Rd                      Lansing, MI 48911</p> <p>Contact: Comcast Relocation Team                      Phone:                      Email: <a href="mailto:castrn.mi_comcast_relo@comcast.net">castrn.mi_comcast_relo@comcast.net</a></p> <p>Contact: Stephen Beck                      Phone: 268-972-7511                      Email: <a href="mailto:relo@comcast.com">relo@comcast.com</a></p> <p><b>Consumers Energy</b>                      530 West Willow Street                      Lansing, MI 48906</p> <p>Contact: Adam Bertram                      Phone: 517-374-2375                      Email: <a href="mailto:adam.bertram@consumersenergy.com">adam.bertram@consumersenergy.com</a></p> <p>Contact: Darrel Smith                      Phone: 517-374-2259                      Email: <a href="mailto:darrel.smith@consumersenergy.com">darrel.smith@consumersenergy.com</a></p> <p><b>Deht Charter Township</b> <span style="float: right;"><b>Sanitary Sewer</b></span>                      201 Ionia Avenue SW                      Grand Rapids, MI 49503</p> <p>Contact: Sandra Dierka                      Phone: 517-696-3874                      Email: <a href="mailto:Sandra.dierka@dehtownshipmi.gov">Sandra.dierka@dehtownshipmi.gov</a></p> <p><b>Ingham County Drain Commissioner</b> <span style="float: right;"><b>Culvert/Storm Sewer</b></span>                      707 Buhl Street                      Mason, MI, 48854</p> <p>Contact: Eric Daldos                      Phone: 517-676-8395                      Email: <a href="mailto:edaldos@ingham.org">edaldos@ingham.org</a></p>	<p><b>Lansing Board of Water &amp; Light</b>                      1232 Halo Drive                      Lansing, MI 48912</p> <p>Contact: Chad Taylor                      Phone: (517) 939-2837                      Email: <a href="mailto:ctaylor@lansing.org">ctaylor@lansing.org</a></p> <p>Contact: Mike Lehtonen                      Phone: (517) 702-6614                      Email: <a href="mailto:mle@lansing.org">mle@lansing.org</a></p> <p style="text-align: center;"><b>NOTES APPLYING TO STANDARD PLANS</b></p> <p>Where the following items are called for on plans, they are to be constructed according to the standard plan given below opposite each item unless otherwise indicated.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Title</th> <th style="width: 30%;">Plan No.</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><b>ROAD</b></td> <td></td> </tr> <tr> <td>COVER R</td> <td>R-7-F</td> </tr> <tr> <td>COVER K</td> <td>R-7-G</td> </tr> <tr> <td>CURB RAMP AND CURB/EDGE/FEEDBACK WARNING DETAILS</td> <td>R-28-K</td> </tr> <tr> <td>DRIVEWAY OPENINGS &amp; APPROACHES AND CONCRETE SIDEWALK</td> <td>R-79-J</td> </tr> <tr> <td>CONCRETE CURB AND CONCRETE CURB &amp; GUTTER</td> <td>R-20-G</td> </tr> <tr> <td>GRANULAR BLANKET, UNDERDRAINS, OUTLET ENDINGS FOR UNDERDRAINS, AND SEWER OJUG CAGE</td> <td>R-88-F*</td> </tr> <tr> <td>SOIL EROSION &amp; SEDIMENTATION CONTROL MEASURES</td> <td>R-56-E</td> </tr> </tbody> </table> <p>* Denotes Special Detail</p> <p>Note: Special Details are included in the contract proposal.</p>	Title	Plan No.	<b>ROAD</b>		COVER R	R-7-F	COVER K	R-7-G	CURB RAMP AND CURB/EDGE/FEEDBACK WARNING DETAILS	R-28-K	DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALK	R-79-J	CONCRETE CURB AND CONCRETE CURB & GUTTER	R-20-G	GRANULAR BLANKET, UNDERDRAINS, OUTLET ENDINGS FOR UNDERDRAINS, AND SEWER OJUG CAGE	R-88-F*	SOIL EROSION & SEDIMENTATION CONTROL MEASURES	R-56-E	<p>The improvements covered by these plans shall be performed according to the Michigan Department of Transportation 2020 Standard Specifications for Construction, Special Provisions, and Supplemental Specifications.</p> <p>The improvements covered by these plans are designed in accordance with the following design guideline references, except as otherwise noted herein:</p> <ul style="list-style-type: none"> <li>1. <u>A Policy on Design of Highways and Streets</u>, American Association of State Highway and Transportation Officials, 2011 edition.</li> <li>2. <u>Michigan Department of Transportation Local Agency Programs Guidelines for Geometrics</u>, 2017 Edition, Section C – 3R</li> </ul> <p>All work performed under this contract shall be according to the Manual on Uniform Traffic Control Devices, Michigan 2011 edition.</p> <p style="text-align: center;"><b>FUNDING CATEGORIES</b></p> <p><b>Miles Drive – Hamilton Dr to Enfield Dr</b></p> <p>JN 801111; Category 021 = 100% SAD</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Title Sheet</th> <th>Page</th> </tr> </thead> <tbody> <tr> <td>Project Information Sheet</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Legend Sheet</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Notes &amp; Miscellaneous Quantities</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Typicals</td> <td style="text-align: center;">5 - 8</td> </tr> <tr> <td>Remarks</td> <td style="text-align: center;">7 - 8</td> </tr> <tr> <td>Plans</td> <td style="text-align: center;">9 - 18</td> </tr> <tr> <td>Sidewalk Det</td> <td style="text-align: center;">11 - 12</td> </tr> </tbody> </table>	Title Sheet	Page	Project Information Sheet	2	Legend Sheet	3	Notes & Miscellaneous Quantities	4	Typicals	5 - 8	Remarks	7 - 8	Plans	9 - 18	Sidewalk Det	11 - 12
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# AUGUST 26, 2025 REGULAR MEETING

<p><b>WATER AND SEWER SYMBOLS</b></p> <ul style="list-style-type: none"> <li> SANITARY MANHOLE</li> <li> STORM SEWER MANHOLE</li> <li> STORM SEWER CATCH BASIN</li> <li> HEADWALL</li> <li> CULVERT END SECTION</li> <li> WATER SERVICE CURB STOP BOX</li> <li> WATER GATE VALVE AND BOX</li> <li> WATER METER</li> <li> WATER GATE WELL MANHOLE</li> <li> FIRE HYDRANT</li> <li> GROUND WATER MONITORING WELL</li> <li> DRAINAGE FLOW ARROW</li> <li> WATER TABLE (PROFILES)</li> <li> CHECK DAM (PROFILES)</li> </ul>	<p><b>UTILITY SYMBOLS</b></p> <ul style="list-style-type: none"> <li> ELECTRICAL GUY OR TELEPHONE POLE</li> <li> ELECTRICAL MANHOLE</li> <li> ELECTRICAL HANDHOLE</li> <li> ELECTRICAL TRANSFORMER BOX</li> <li> ELECTRIC &amp; LIGHT POLE</li> <li> LIGHT MANHOLE</li> <li> LIGHT HANDHOLE</li> <li> LIGHT POLE</li> <li> LIGHT STANDARD</li> <li> GENERIC UTILITY MANHOLE</li> <li> TELEPHONE MANHOLE</li> <li> TELEPHONE PEDESTAL</li> <li> GAS LINE, PETROLEUM OR FIBER OPTIC MARKER</li> <li> GAS VALVE</li> <li> GAS FILLER PIPE</li> <li> GAS WELL</li> <li> OIL WELL</li> <li> GUY ANCHOR</li> <li> POWER TOWER</li> </ul> <p style="text-align: center;"><b>HAZARDOUS OR FLAMMABLE MATERIAL</b></p> <p style="text-align: center;"><b>CAUTION - CRITICAL UTILITY</b></p> <p style="text-align: center;">GAS AND ELECTRICAL LINES LABEL</p> <p style="text-align: center;">FIBER OPTIC, TELEPHONE LINES, AND WATER MAIN LABEL</p>	<p><b>UNDERGROUND UTILITY LIFESTYLES</b></p> <ul style="list-style-type: none"> <li> ELECTRIC LINE</li> <li> NATURAL GAS LINE</li> <li> OIL PIPELINE</li> <li> TELEPHONE LINE</li> <li> CABLE TV LINE</li> <li> FIBER OPTICS LINE</li> <li> WATER MAIN</li> </ul> <p style="text-align: center;"><b>OVERHEAD UTILITY LIFESTYLES</b></p> <ul style="list-style-type: none"> <li> ELECTRIC LINE</li> <li> TELEPHONE LINE</li> <li> CABLE TV LINE</li> </ul> <p style="text-align: center;"><b>ROW AND PROPERTY LIFESTYLES</b></p> <ul style="list-style-type: none"> <li> FREE ACCESS ROW</li> <li> LIMITED ACCESS ROW</li> <li> GOVERNMENT LINE</li> <li> LEGAL PLAT LINES</li> <li> NON-LEGAL PLAT LINES</li> <li> LEGAL PARCEL LINES</li> <li> NON-LEGAL PARCEL LINES</li> <li> CITY LIMITS LINE</li> </ul> <p style="text-align: center;"><b>OTHER LIFESTYLES</b></p> <ul style="list-style-type: none"> <li> HEDGE LINE</li> <li> TREE LINE</li> <li> FENCE</li> <li> GUARDRAIL</li> <li> MEDIAN CABLE BARRIER</li> <li> SINGLE FACE CONC BARRIER</li> <li> DOUBLE FACE CONC BARRIER</li> <li> SOUND WALL</li> <li> SLOPE STAKE LINE</li> <li> DRAINAGE COURSE</li> <li> CULVERT/STORM SEWER</li> <li> SANITARY SEWER</li> <li> REM. CURB OR CURB &amp; GUTTER</li> <li> SWAMP AREA</li> <li> DELINEATED WETLANDS</li> </ul>	<p><b>PLAN SHEET PATTERNS</b></p> <ul style="list-style-type: none"> <li> HMA APPROACH/DRIVEWAY</li> <li> CONCRETE PAVEMENT BRIDGE APPROACH</li> <li> MISCELLANEOUS CONCRETE PAVEMENT</li> <li> REMOVING SIDEWALK</li> <li> REMOVING PAVEMENT</li> <li> COLD-MILLING (HMA/CONCRETE)</li> <li> ASPHALT STABILIZED BASE, PRE-PROCESSING</li> <li> POTENTIALLY CONTAMINATED SITE</li> </ul> <p style="text-align: center;"><b>SIDEWALK RAMP PATTERNS</b></p> <ul style="list-style-type: none"> <li> DETECTABLE WARNING SURFACE</li> <li> SIDEWALK RAMP</li> <li> SIDEWALK LANDING</li> </ul> <p style="text-align: center;"><b>TYPICAL SECTION PATTERNS</b></p> <ul style="list-style-type: none"> <li> CONCRETE PAVEMENT</li> <li> HMA PAVEMENT (ALL)</li> </ul> <p style="text-align: center; font-size: small;">NOTE: PROPOSED LIFESTYLES AND SYMBOLS ARE THE SAME AS EXISTING EXCEPT BOLD</p>	<p><b>REAL ESTATE &amp; SURVEY SYMBOLS</b></p> <ul style="list-style-type: none"> <li> PROPERTY OWNERSHIP ARROW</li> <li> CONTIGUOUS PROPERTY SYMBOL</li> <li> PARCEL NUMBER BOX</li> <li> SECTION CORNER</li> <li> QUARTER CORNER</li> <li> QUARTER QUARTER CORNER</li> <li> HALF SECTION CORNER</li> <li> HALF QUARTER CORNER</li> <li> PROPERTY CORNER</li> <li> REFERENCE MARKER</li> <li> CONTROL POINT</li> <li> BENCH MARK</li> <li> PRESERVE MONUMENT BOX</li> <li> PROTECT MONUMENT CORNERS</li> </ul> <p style="text-align: center;"><b>TRAFFIC SYMBOLS</b></p> <ul style="list-style-type: none"> <li> PEDESTRIAN PUSH BUTTON</li> <li> PEDESTRIAN PEDESTAL</li> <li> PEDESTRIAN SIGNAL</li> <li> POLE MOUNTED SIGNAL CONTROLLER</li> <li> BASE MOUNTED SIGNAL CONTROLLER</li> <li> SIGNAL HANDHOLE</li> <li> SIGNAL MANHOLE</li> <li> POWER POLE W/PUSH BUTTON</li> <li> POWER POLE W/PEDESTRIAN SIGNAL</li> <li> PEDESTRIAN POLE W/PUSH BUTTON AND PEDESTRIAN SIGNAL</li> <li> STEEL SIGNAL POLE</li> <li> STEEL SIGNAL POLE W/PUSH BUTTON</li> <li> STEEL SIGNAL POLE W/PEDESTRIAN SIGNAL</li> <li> STEEL SIGNAL POLE W/PUSH BUTTON AND PEDESTRIAN SIGNAL</li> <li> STRAIN POLE FOR OH LIGHTS</li> <li> WOOD POLE</li> <li> RAILROAD SWITCH BOX</li> <li> FLASHING RAILROAD SIGNAL</li> </ul> <p style="text-align: center;"><b>SPECIAL LEGEND THIS PROJECT</b></p> <ul style="list-style-type: none"> <li> EXISTING UTILITY LINE TO BE ABANDONED</li> <li> PREVIOUSLY ABANDONED UTILITY LINE</li> </ul>																	
<p><b>MISCELLANEOUS SYMBOLS</b></p> <ul style="list-style-type: none"> <li> MAILBOX</li> <li> SIGN WITH ONE POST</li> <li> SIGN WITH TWO POSTS</li> <li> RIPRAP</li> <li> CONIFER TREE</li> <li> DECIDUOUS TREE</li> <li> SHRUB</li> <li> STUMP</li> <li> ABANDON</li> <li> TEMPORARY LOWERING</li> <li> CLEARING</li> <li> REMOVAL</li> <li> SAVE</li> <li> ADJUST</li> <li> ADJUST DRAINAGE STRUCTURE W/COVER</li> <li> ADJUST BY OTHERS</li> <li> RELOCATE BY OTHERS</li> <li> RELOCATE W/CASE NUMBER</li> <li> SALVAGE</li> <li> SIDEWALK RAMP TYPE</li> <li> TRAFFIC FLOW ARROW</li> <li> TEST HOLE NUMBER</li> <li> EROSION CONTROL ITEM NUMBER (SEE STANDARD PLAN R-96 SERIES)</li> </ul>		<p style="text-align: center;"><b>NO SCALE</b></p> <p style="text-align: center;">DATE: 07/11/25      CS: 33000</p> <p style="text-align: center;">DESIGN UNIT: GALEHOUSE      JN: 80111</p> <p style="text-align: center;">TSC: LANSING</p>			<p style="text-align: center;">LEGEND SHEET</p> <p style="text-align: center;">MILES DR AND HAMILTON ST</p> <p style="text-align: center;">DRAWING SHEET</p> <p style="text-align: center;">LEGEND</p>																
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NO.	DATE	NO.	DATE																		

# AUGUST 26, 2025 REGULAR MEETING

## GENERAL NOTES

### UTILITIES

#### MISS DIG/UNDERGROUND UTILITY NOTIFICATION

Contact MISS DIG System, Inc. for the protection of underground utilities and in accordance with MCL 480.721 et seq. by phone at 811 or 800-482-7111 or via the web at either [locate.missdig.org](http://locate.missdig.org) for single address or [its.missdig.org](http://its.missdig.org), a minimum of 3 working days prior to excavating, excluding weekends and holidays. Members will thus be routinely notified. This does not relieve the Contractor of the responsibility of notifying utility owners who may not be a part of the "Miss Dig" alert system.

If plan information indicates an existing underground utility is or will be out of service within the limits of this contract, the Contractor is cautioned to treat such a line as if it were still in service and notify "Miss Dig" when working in the area of the out of service facility.

#### OUT OF SERVICE UTILITIES

If plan information indicates an existing underground utility is or will be out of service within the limits of this contract, the Contractor is cautioned to treat such a line as if it were still in service and notify "Miss Dig" when working in the area of the out of service facility.

#### EXISTING WATER MAINS AND SEWERS

The Contractor shall be responsible for any damage to property identified existing water mains and/or existing sewers during the construction of this project.

#### FACILITIES NOT ON PLANS

Existing O.H. & T.S. facilities are not necessarily shown on plans.

### ROW / REAL ESTATE

#### LAWN SPRINKLER SYSTEMS AND LANDSCAPING

Owners of existing lawn sprinkler systems and/or landscaping shall be notified (in writing with a copy sent to the Engineer) by the Contractor two weeks in advance of any work to be done that will affect those systems and/or landscaping. If the property owner fails to relocate the lawn sprinkler system prior to the Contractor beginning work, and if the Contractor cuts the system during the construction, the Contractor shall cap the system pipe and witness the location of the cap with a wooden stake for the property owner's use. The Contractor shall place the salvaged sprinkler heads on the property owner's property. If the property owner fails to relocate the landscaping prior to the Contractor beginning work, the Contractor shall carefully salvage the landscaping items and stockpile them on the property owner's property for the property owner. Any other modification to the lawn sprinkler systems and/or landscaping is the responsibility of the owner and is not part of this contract. This work is included in other items of the project.

### SURVEY

#### MONUMENT BOXES

All government corners on this project shall be preserved, whether shown or not. It may be necessary to place or adjust monument boxes, as required.

### REMOVALS

#### REMOVAL LIMITS

The limits of pavement and HMA surface removals shown on the plans will be at the discretion of the Engineer. The Engineer may direct additional removal areas or direct existing pavement scheduled for removal be retained left in place. These quantities are subject to adjustment to reflect the actual quantity of approved pavement removal measured in place.

## CONSTRUCTION STAKING

### ENGINEER STAKING

The Engineer will provide construction staking for pavement centerline, curb & gutter and slope stakes. The contractor shall provide a minimum of two (2) business day notice to the Engineer prior to the need for staking.

### EARTHWORK

#### SLOPES

Construct Class A slopes on curbed areas, culvert end sections, and along sidewalks. Construct Class B slopes in other areas.

#### EARTH DISTURBANCE LIMITS

Except as otherwise directed, the earth disturbance limit for this project will be limited to approximately 6' beyond the aggregate shoulder, or the slope stake line established by the Engineer in curbed areas. In no case shall disturbance beyond the ROW line or within wetland areas be permitted. Restoration measures have been included in this set of plans for the approved areas of disturbance. The Contractor shall submit an earth change plan for any work beyond the approved limits to the Engineer to review for approval prior to the disturbance. All costs for obtaining and executing an approved earth change plan, including restoration, shall be at the Contractor's expense.

#### SOIL EROSION AND SEDIMENTATION CONTROL MEASURES

Appropriate soil erosion and sedimentation control measures shall be in place prior to earth-disturbing activities. Place turf establishment items as soon as possible on potential erodible slope areas as directed by the Engineer. Critical ditch grades shall be protected with either sod or seed/mulch or mulch blanket as directed by the Engineer.

Soil erosion & sedimentation control (SESC) measures shall be placed in accordance with section 208 of the 2020 Standard Specifications for Construction Standard Plan R-96 series, and the MDOT Soil Erosion and Sedimentation Control Manual. Maintain temporary SESC measures as directed until vegetation is well established.

 Indicates soil erosion/sedimentation control measure detailed by Standard Plan R-96.

The Contractor shall provide inlet sedimentation filters per special provision or as otherwise approved by the Engineer at all existing and new catch basins and reconstructed structures. Payment will be made at the contract unit price for Erosion Control, Inlet Protection, Fabric Drop.

Place and maintain erosion & sedimentation control measures as designated on the drawings and as directed by the Engineer. Place all temporary measures prior to the start of construction and remove after establishment of vegetative cover as approved by the Engineer.

### EROSION CONTROL LEGEND

-  Cobble Ditch
-  Erosion Control, Sit Fence
-  Erosion Control, Inlet Protection, Fabric Drop
-  Mulch Blanket (Slope Restoration, Type II, III, or IV, as directed)
-  Environmentally Sensitive Mulch Blanket (Slope Restoration, Type I-ES or Type II-ES)

### MUNICIPAL UTILITIES

#### SANITARY SEWER/WATER MAIN

New sanitary sewer castings by Delhi Township, if needed, will be furnished. New water main castings by BML, if needed, will be furnished.

## DRAINAGE

### DRAIN COMMISSIONER RULES

A permit from the Ingham County Drain Commissioners office will be required for all work on county drain facilities. A permit application fee will not be assessed to the Contractor. See the Special Provision for Storm Sewer Work on Facilities of the Ingham County Drain Commissioner. Perform work on County Drain facilities according to applicable sections of the Rules of the Ingham County Drain Commissioner, 2005 Edition, as amended (pertinent excerpts cited in the Special Provision for Storm Sewer Work on Facilities of the Ingham County Drain Commissioner). In particular construct drainage structures and drainage structure laps according to Standard Specifications for Construction except as otherwise specified herein:

A) Unless otherwise shown on plans, construct catch basins according to Standard Plan R-1, except that a 3 ft pump is required per section 8.C. of the Ingham County Drain Commissioner (ICDC) "Rules."

B) Construct laps for new holes in existing structures according to section 10.b. of the ICDC "Rules," as amended.

C) Use specified casting with ICDC logo where shown on the plans.

Salvage drainage structure covers and lids whenever possible. Drainage structure covers which become damaged as a result of removals or structure reconstructions shall be replaced and will be paid for at the contract unit price.

Where shown on the plans, temporarily lower drainage structure castings prior to HMA Base Crushing or Cold Milling. Final adjust castings prior to top course paving unless other methods are approved.

Use only precast concrete adjustment rings on all drainage structures. Do not place castings on a mortar bed. Set the top adjusting ring to the correct grade, slope, and cross slope. Place a double perimeter of butyl rope on the top adjusting ring. Firmly seat the casting in the correct position on the butyl rope seal.

### DENSITY TESTING

#### DENSITY TESTING

Acceptance of density for sidewalk and sidewalk ramp bases, and for aggregate and HMA approaches on private drives will be by visual inspection following compaction and proof rolling. Nuclear density testing for acceptance of aggregate and HMA approaches on local public roads will be at the discretion of the Engineer. The Engineer will perform nuclear density testing for acceptance of mainline as well as all public road approaches paved with mainline aggregate base and HMA mixture(s) per typical sections according to the Density Control Handbook and the Quality Assurance Procedures Manual.

### PAVEMENT

#### SOIL BORINGS AND/OR PAVEMENT CORES

The soil boring logs and/or pavement cores represent point information. No inference should be made that subsurface or pavement conditions are the same at other locations.

#### INTERSECTION GRADES

All intersections are to be considered as complete units and their grades determined before construction is started. Variations from plan grades to accommodate drainage shall be approved by the Engineer prior to paving.

#### HAND PATCHING

Except as otherwise directed, place hand patching in equal lifts to match the combined base and/or leveling course application rate. Do not exceed the maximum application rate specified in Table 501-4. For Marshall mixtures 13A and 35A, use Table 501-4 application rates for LV3P and number 5 mixtures, respectively.

## TURF ESTABLISHMENT

### RESTORATION


Provide restoration of disturbed areas and as directed, consisting of topsoil surface, seeding, fertilizer and mulch, mulch blankets or permanent turf reinforcement mats, according to the Special Provision for Slope Restoration. Place the specified slope restoration type as shown on the plans, or as directed by the Engineer. The exact limits of slope restoration will be determined by the Engineer.

### SEED MIXTURE

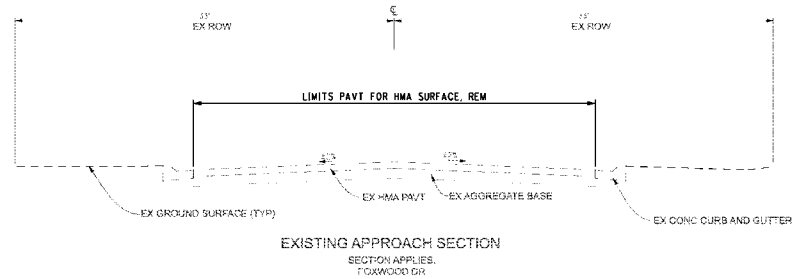
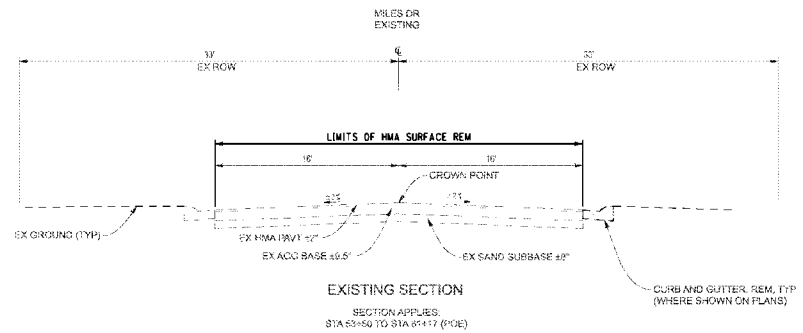
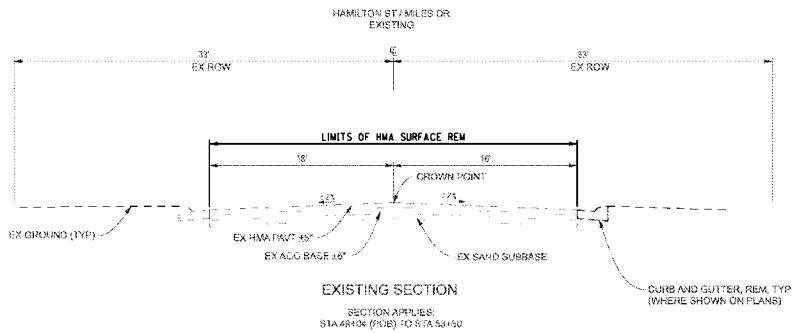
Use the seed mixture THV or as otherwise directed. The Engineer reserves the right to change the seed mixture depending on the type of topsoil material furnished by the Contractor.

## MISCELLANEOUS QUANTITIES

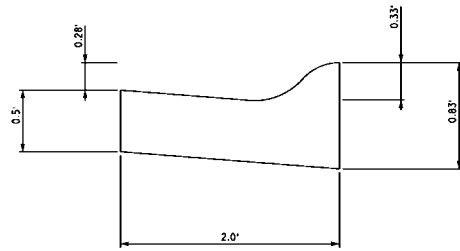
Qty Item	Item Description	Unit	Quantity
1100001	Mobilization, Max	(\$/M)	1
2050043	Turfgrass Undercutting, Type 1	Cy/ft	88
3020001	Aggregate Base	Ton	103
3022000	Aggregate Base, Conditioning, Sulphur and Unsuitable, Item, LM	Cy/ft	40
3022005	Self-Aggregate Base, Conditioning, LM	Cy/ft	80
3060023	Maintenance Gravel	Ton	350
4030013	Dr Structure Cover, Type B	EA	1
4030050	Dr Structure Cover, Type H	EA	1
8120017	Interlock, Type II, High Intensity, Double Sided, Lighted, Turn	EA	6
8120018	Interlock, Type II, High Intensity, Double Sided, Lighted, Oper	EA	6
8120026	Pedestrian Type II Bunkers, Temp	EA	4
8120171	Minor Traffic Signs	(\$/M)	1
8120252	Plastic Drum, Fluorescent, Turn	EA	40
8120253	Plastic Drum, Fluorescent, Oper	EA	40
8120350	Sign, Type B, Temp, Pneumatic, Full	SB	302
8120351	Sign, Type B, Temp, Pneumatic, Oper	SB	302

				ICRD	NO SCALE	DIST: 03/05 DESIGNED: GALLI/CUCO DATE: 03/05	CS: 33000 IN: 861111 BP BOX 25	NOTES & MISCELLANEOUS QUANTITIES MILES DR AND HAMILTON ST LAMBETH WAY TO ENFIELD DR	05-480 11/11
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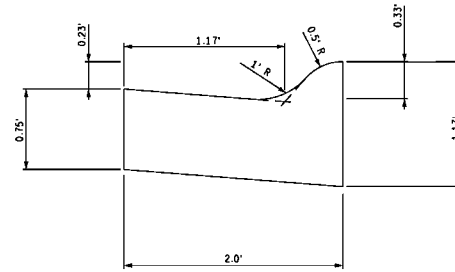
# AUGUST 26, 2025 REGULAR MEETING



### CURB AND GUTTER, DETAILS



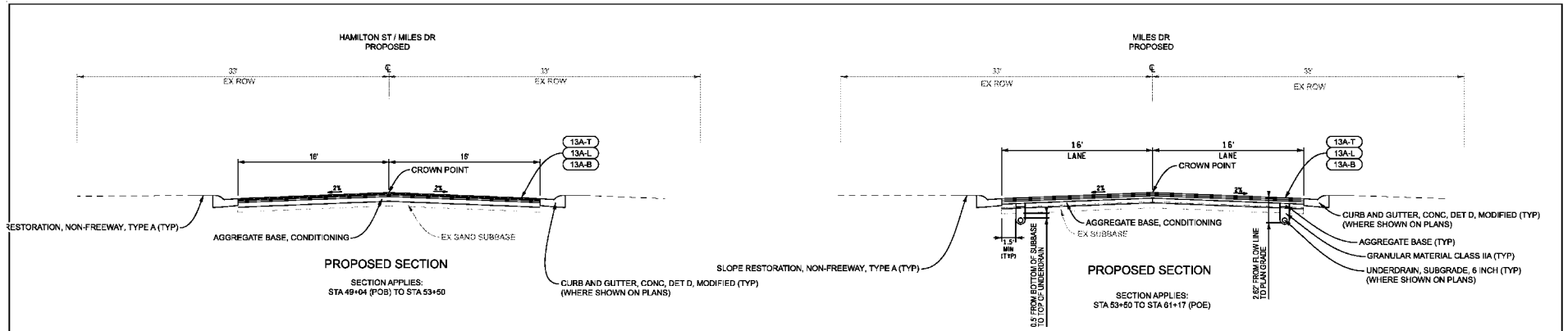
EXISTING CURB DIMENSIONS



PROPOSED DET D, MODIFIED CURB DIMENSIONS

FINAL ROW PLAN REVISIONS			SUBMITTAL DATE: 1				INGHAM COUNTY ROAD DEPARTMENT		DATE: 07/11/25 DESIGN UNIT: GALEHOUSE TSC: LANSING	CS: 330.00 JN: 801111	TYPICAL - EXISTING SECTIONS MILES DR AND HAMILTON ST LAMBETH WAY TO ENFIELD DR	DRAWING SHEET TYP 1
NO.	DATE	AUTH	NO.	DATE	AUTH							

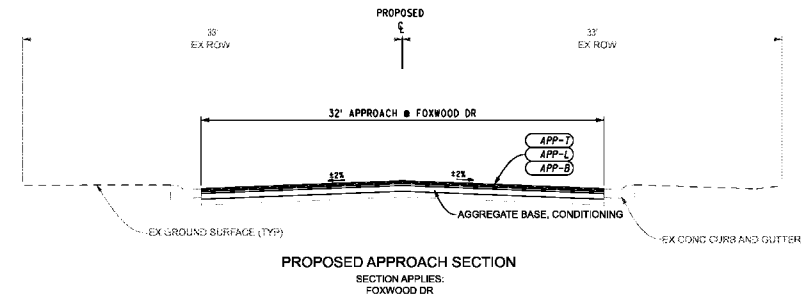
# AUGUST 26, 2025 REGULAR MEETING



HMA APPLICATION ESTIMATE

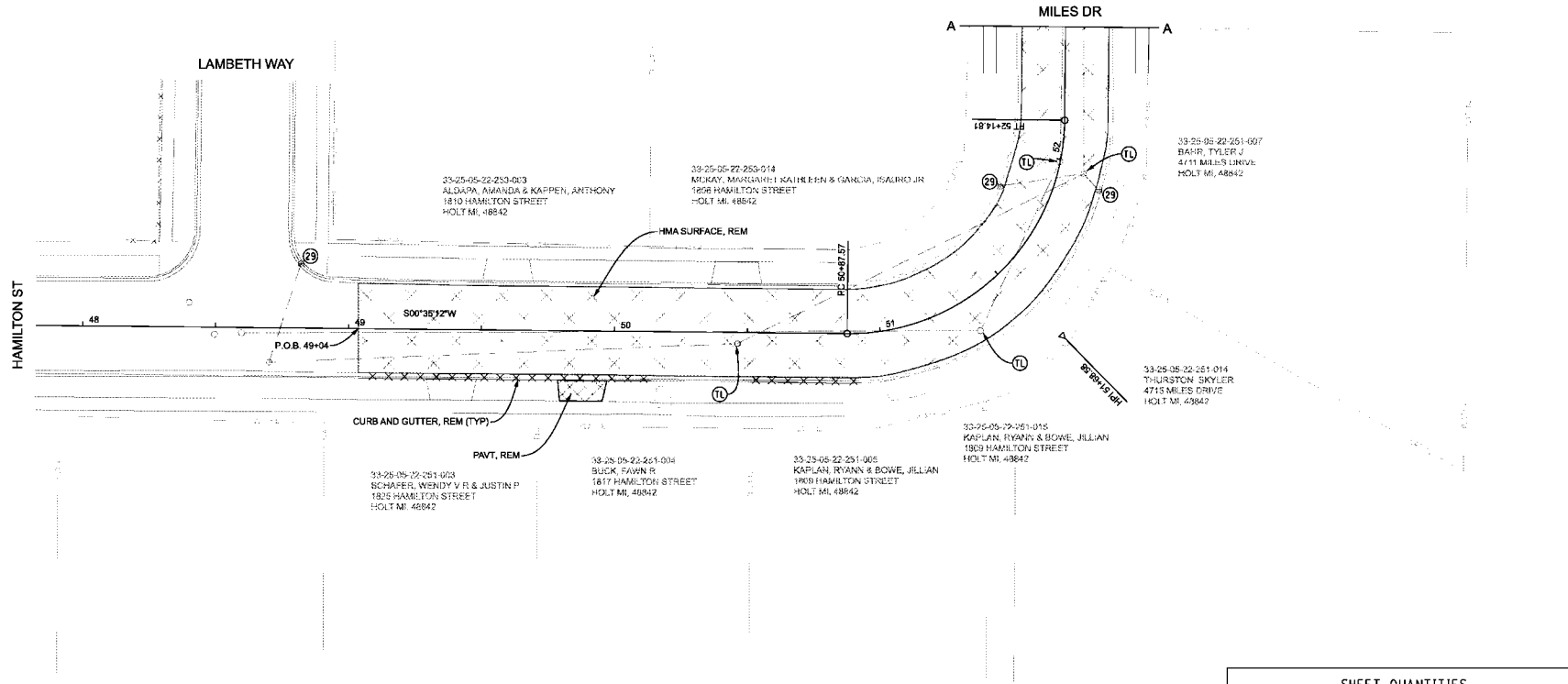
IDENT NO.	ITEM	RATE LBS PER SYD	PERFORMANCE GRADE	REMARKS
13A-T	HMA, 13A	165	PG 58 -28	HMA TOP COURSE, AWI=220
13A-L	HMA, 13A	165	PG 58 -28	HMA LEVELING COURSE, AWI=220
13A-B	HMA, 13A	220	PG 58 -28	HMA BASE COURSE, AWI=220
APP-T	HMA APPROACH	165	PG 58 -28	HMA, 13A (TOP COURSE)
APP-L	HMA APPROACH	165	PG 58 -28	HMA, 13A (LEVELING COURSE)
APP-B	HMA APPROACH	220	PG 58 -28	HMA, 13A (BOTTOM COURSE)
HP	HAND PATCHING	275-440	PG 58 -28	HAND PATCHING
	* BOND COAT	0.10 - 0.15 GAL/SYD		FOR INFORMATION ONLY

\*FOR INFORMATION ONLY



FINAL ROW PLAN REVISIONS		(SUBMITTAL DATE: )			INGHAM COUNTY ROAD DEPARTMENT		FILE: 00_Typical_Miles_Dr.dgn	DATE: 07/11/25	CS: 33000	TYPICAL - PROPOSED SECTIONS	DRAWING SHEET
NO.	DATE	AUTH	DESCRIPTION					NO.	DATE		
								TSC: LANSING		LAMBETH WAY TO ENFIELD DR	

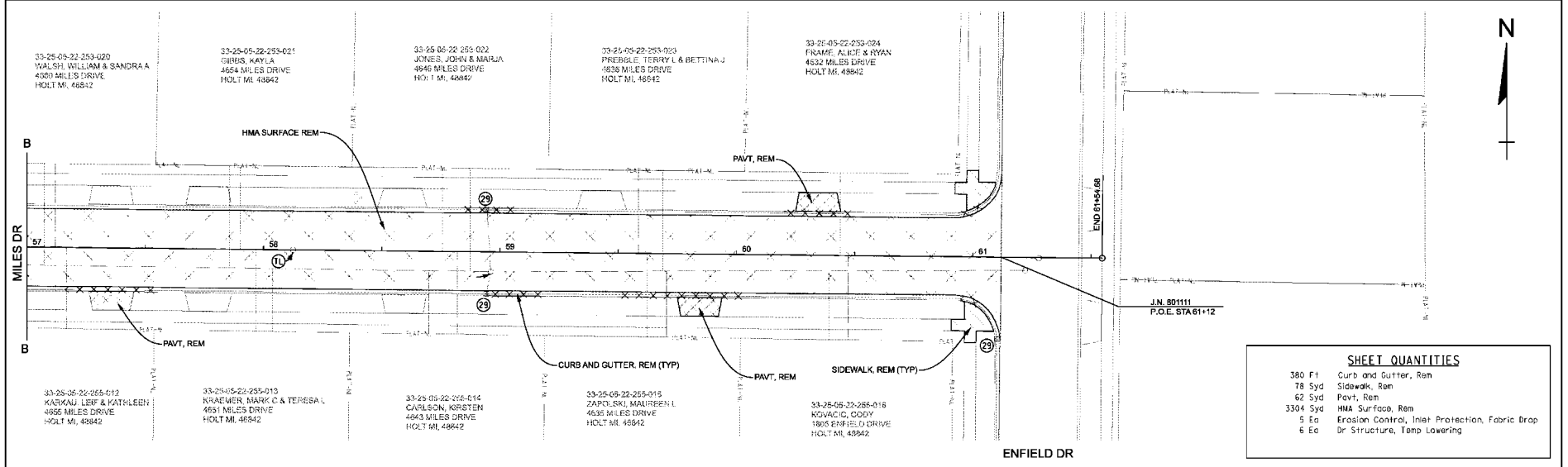
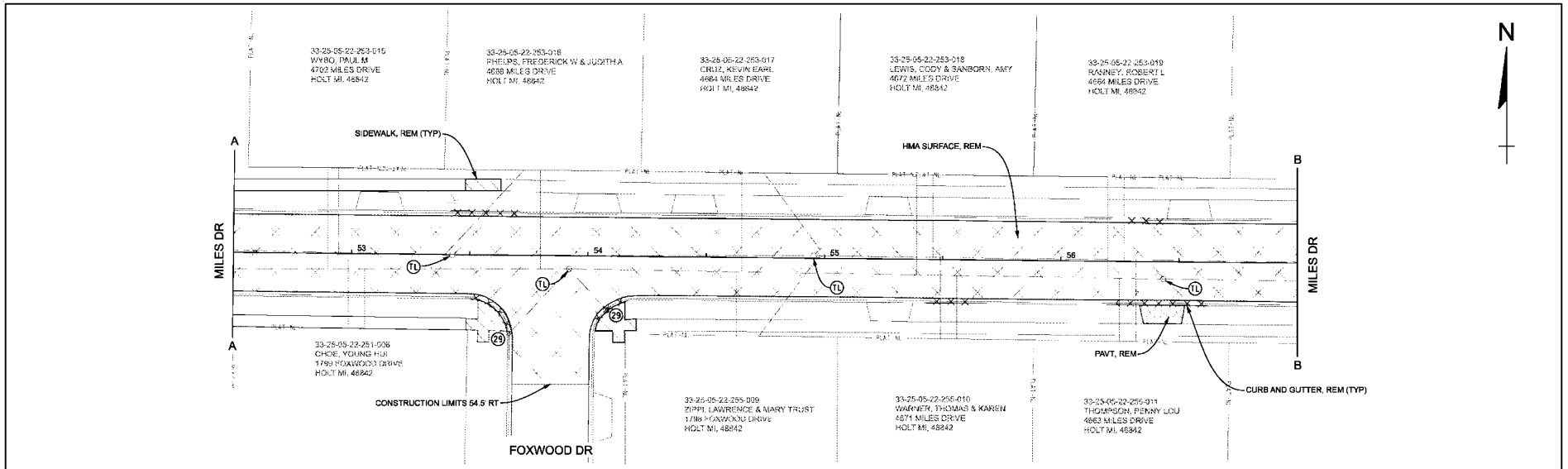
# AUGUST 26, 2025 REGULAR MEETING



SHEET QUANTITIES	
150 Ft	Curb and Gutter, Rem
0 Syd	Stewalk, Rem
15 Syd	Pavt, Rem
1271 Syd	HMA Surface, Rem
3 Ea	Erosion Control, Inlet Protection, Fabric Drop
4 Ea	Dr Structure, Temp Lowering

FINAL ROW PLAN REVISIONS SUBMITTAL DATE:					 <small>HORZ. (FT) 40</small>	DATE: 07/11/25	CS: 33000	REMOVAL		DRAWING SHEET		
NO.	DATE	AUTH.	DESCRIPTION			NO.	DATE	AUTH.	DESCRIPTION	MILES DR AND HAMILTON ST		REVISION
										STA 49+04 TO STA 52+00		SECT
						FILE: Miles_Rem_Sheets.dgn	DESIGN UNIT: GALEHOUSE	JN: 801111			REM 1	
						TSC: LANSING						

# AUGUST 26, 2025 REGULAR MEETING



SHEET QUANTITIES	
380 Ft	Curb and Gutter, Rem
78 Syd	Sidewalk, Rem
62 Syd	Pavt, Rem
3304 Syd	HMA Surface, Rem
5 Ea	Erosion Control, Inlet Protection, Fabric Drop
6 Ea	Dr Structure, Temp Lowering

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE)											
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION

**INGHAM COUNTY**  
ROAD DEPARTMENT

0 HORIZ. (FT) 40

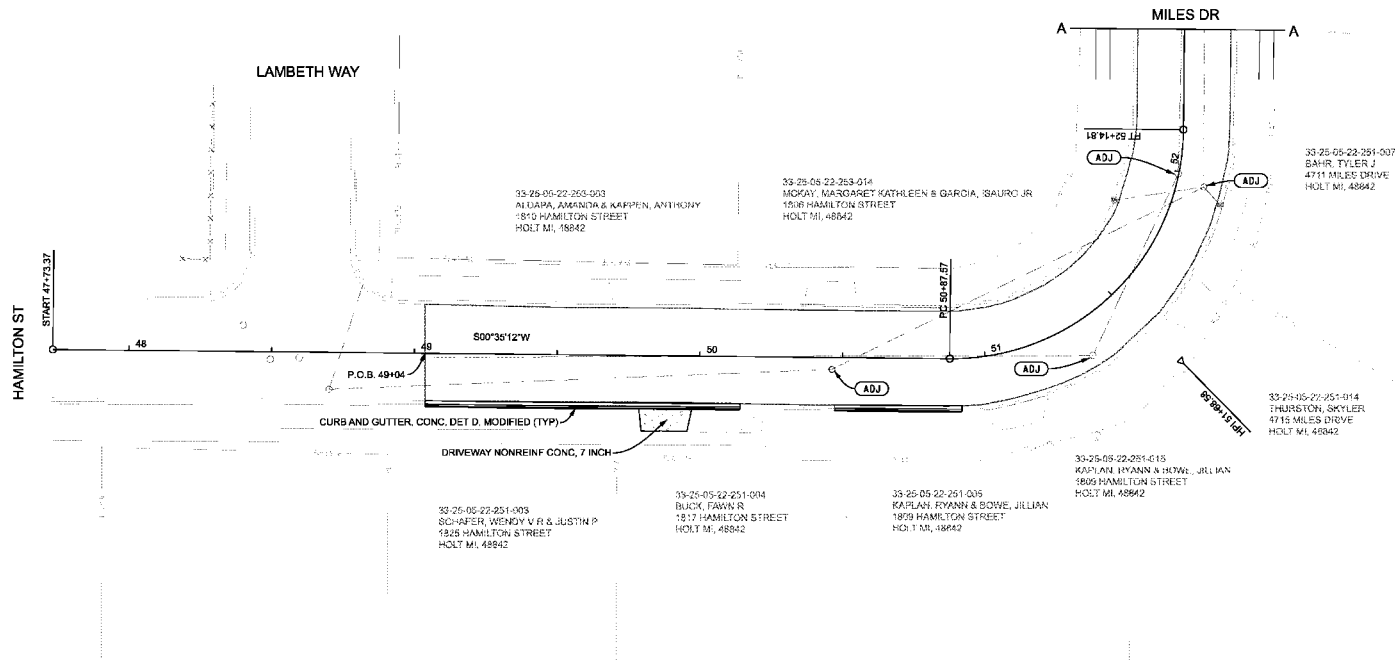
DATE: 07/11/25      CS: 33000

DESIGN UNIT: GALEHOUSE      JUN: 801111

TSC: LANSING

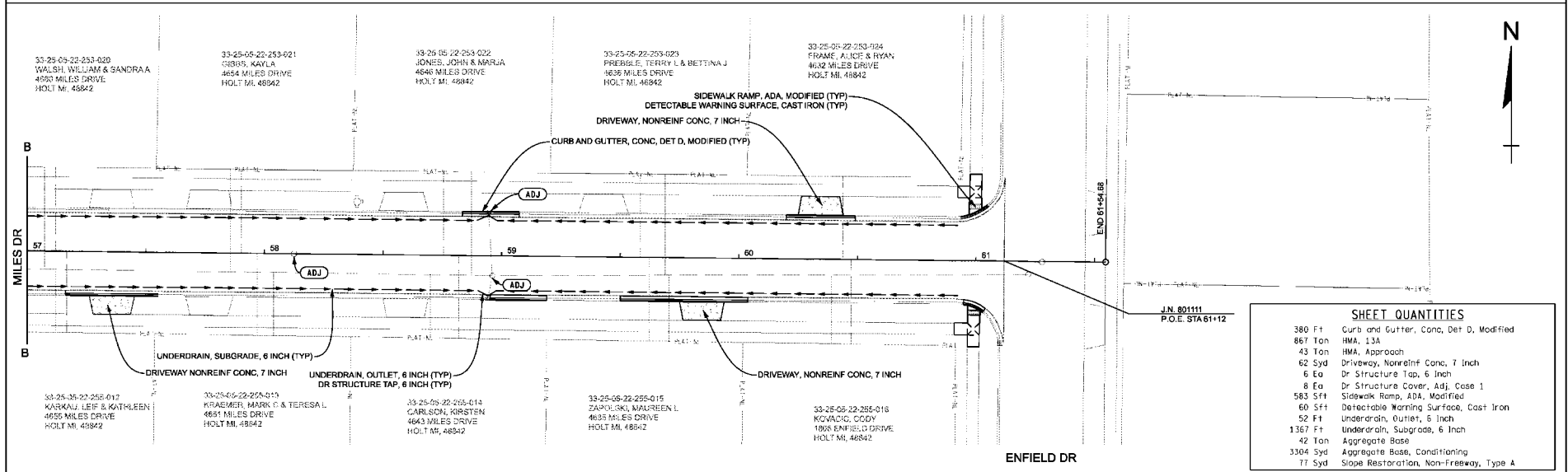
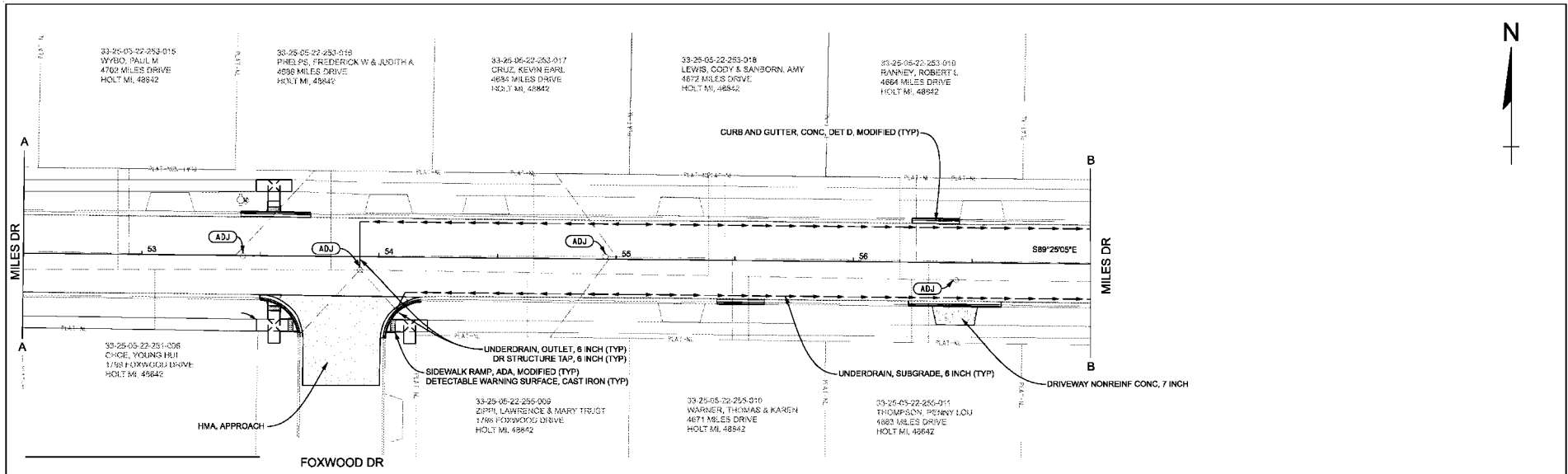
REMOVAL		DRAWING SHEET	
MILES DR AND HAMILTON ST		REM 2	
STA 52+50 TO STA 61+12			

# AUGUST 26, 2025 REGULAR MEETING



FINAL ROW PLAN REVISIONS						SUBMITTAL DATE:				DATE: 07/11/25	CS: 33000	CONSTRUCTION	DRAWING	SHEET
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION							

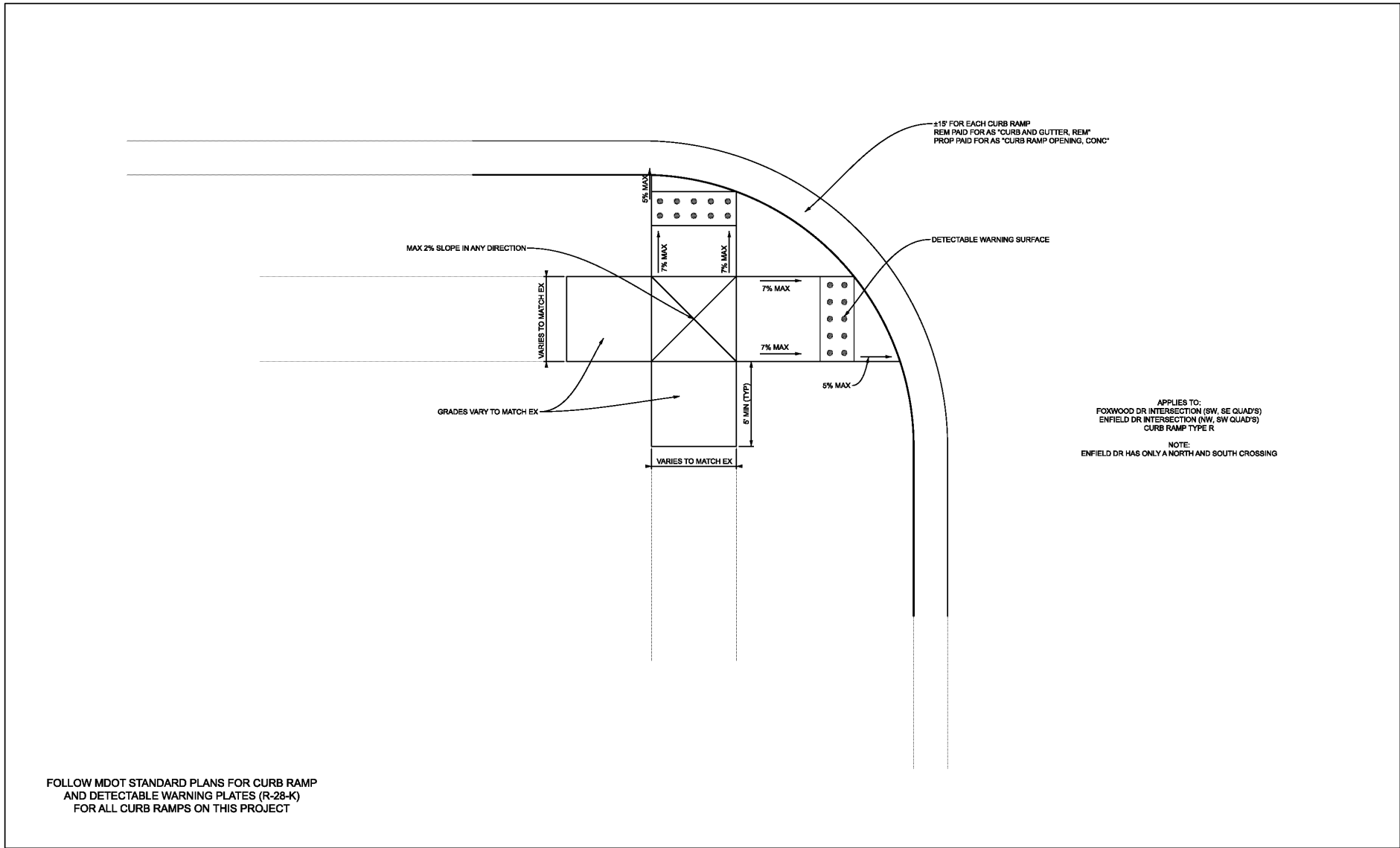
# AUGUST 26, 2025 REGULAR MEETING



SHEET QUANTITIES	
380 Ft	Curb and Gutter, Conc, Det D, Modified
867 Ton	HMA, 13A
43 Ton	HMA, Approach
62 Syd	Driveway, Nonreinf Conc, 7 Inch
6 Ea	Dr Structure Tap, 6 Inch
8 Ea	Dr Structure Cover, Adj, Cose 1
583 Sft	Sidewalk Ramp, ADA, Modified
60 Sft	Detectable Warning Surface, Cast Iron
52 Ft	Underdrain, Outlet, 6 Inch
1367 Ft	Underdrain, Subgrade, 6 Inch
42 Ton	Aggregate Base
3304 Syd	Aggregate Base, Conditioning
77 Syd	Slope Restoration, Non-Freeway, Type A

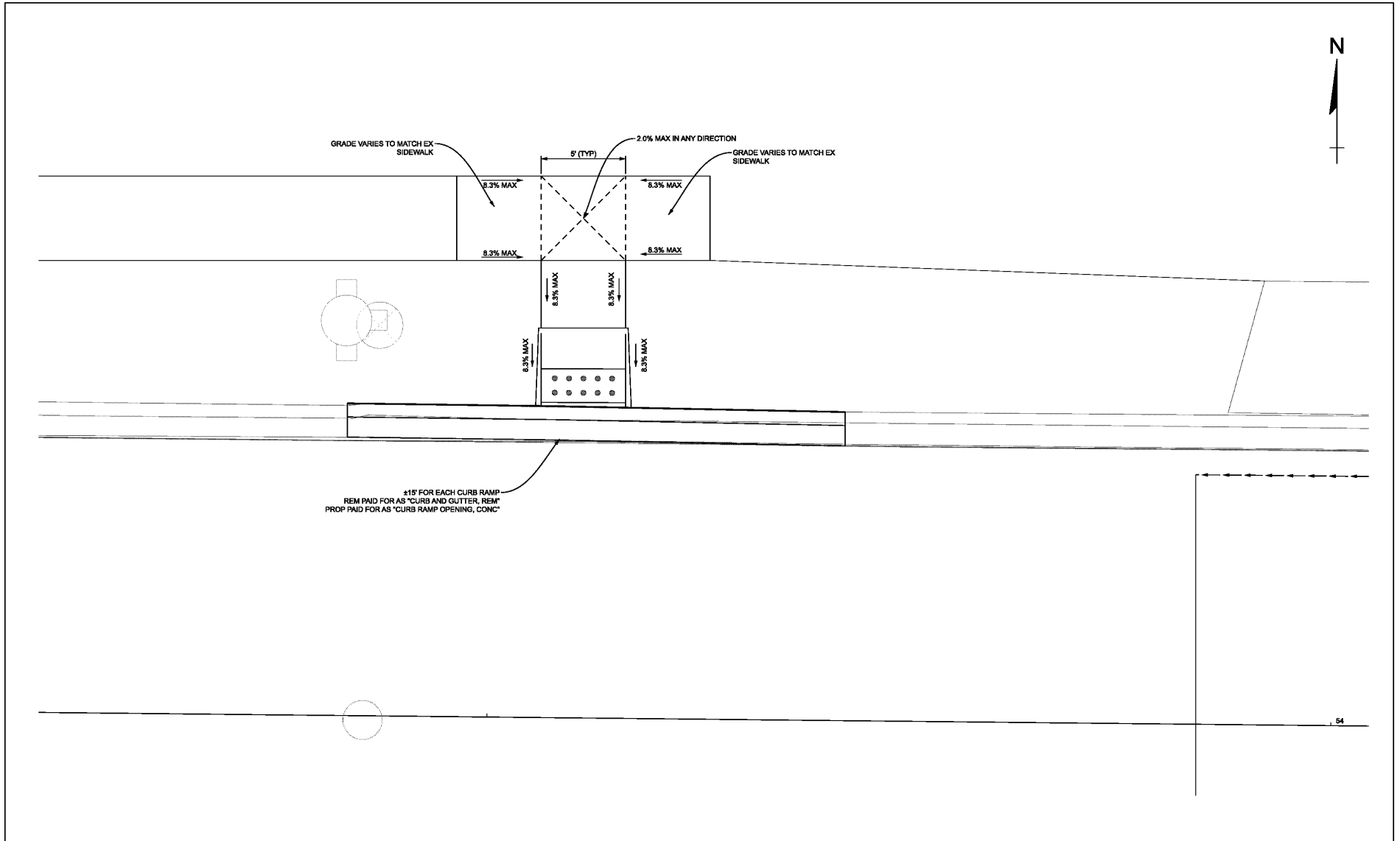
FINAL ROW PLAN REVISIONS		SUBMITTAL DATE: _____		 INGHAM COUNTY PUBLIC DEPARTMENT	 0 HORZ. (F T) 40	DATE: 07/11/25	CS: 33000	CONSTRUCTION		DRAWING SHEET
NO.	DATE	AUTH	DESCRIPTION			NO.	DATE	AUTH	DESCRIPTION	
								TSC: LANSING	BP 82-22	STA 52+50 TO STA 61+12
						FILE: Miles_Rem_Sheets.dgn			CON	2

# AUGUST 26, 2025 REGULAR MEETING



FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:										DRAWING SHEET					
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION							SWDET	SECT				
								HORZ. (FT) 5		FILE: Miles_SW_RampDet.dgn		DATE: 07/11/25 DESIGN UNIT: GALEHOUSE TSC: LANSING		CS: 33000 JN: 801111		SIDEWALK RAMP DETAIL MILES DR AND HAMILTON ST		1	

AUGUST 26, 2025 REGULAR MEETING



FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:				DATE: 07/11/25		CS: 33000		DRAWING SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION	DESIGN UNIT: GALEHOUSE	JN: 801111	SIDEWALK RAMP DETAIL		DRAWING SHEET	
								TSC: LANSING		MILES DR AND HAMILTON ST		SECT	
								FILE: Miles_SW_RampDet.dgn				SWDET	
												2	

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 17**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A PURCHASE ORDER FOR PROPANE DELIVERY**

**RESOLUTION #25 – 384**

WHEREAS, the Ingham County Road Department requires propane to be supplied and delivered to the Eastern District Garage located at 1335 E. Howell Road, Williamston, Michigan 48895 for heating water and the building (collectively, the “Heating Services”); and

WHEREAS, the Purchasing Department solicited bids (IFB #108-25) from experienced and qualified vendors for the delivery of propane to the Eastern District Garage for a period of three years, receiving five bids; and

WHEREAS, the Road Department budget includes sufficient funds to cover the costs associated with the purchase of propane; and

WHEREAS, Purchasing Department staff reviewed the submitted proposals for adherence to county purchasing requirements and provided the attached Memorandum of Performance to the Road Department; and

WHEREAS, Road Department staff reviewed the proposals for overall value to the County and recommend accepting the bid from, and authorize a purchase order with, Coyne Oil Corp. d.b.a. Avery Oil & Propane.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the bid submitted by and authorizes the purchase of propane from Coyne Oil Corp. d.b.a. Avery Oil & Propane located at 402 North St., Mason MI 48854, on an as-needed, unit price basis for a period of three years, at the rates detailed in the proposal responses to Invitation for Bid #108-25.

BE IT FURTHER RESOLVED, that the Purchasing Department is hereby authorized to execute a purchase order with Coyne Oil Corp. d.b.a. Avery Oil & Propane to purchase these above-named materials as needed and budgeted, on behalf of the Road Department.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 18**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE GENERIC SERVICE CREDIT PURCHASE FOR  
COUNTY EMPLOYEE: MICHAEL TOROK**

**RESOLUTION #25 – 385**

WHEREAS, pursuant to standing County Resolution #02-101, dated April 9, 2002, it is permissible for employees to purchase generic service credit under the Municipal Employees’ Retirement System (MERS); and

WHEREAS, the resolution further provides that the cost for generic service “must be totally borne by the employee”; and

WHEREAS, Michael Torok has completed the MERS application and received the cost estimate to purchase five (5) years under the County’s plan; and

WHEREAS, by Board of Commissioners approval under the standing resolution, and by the employee’s payment to MERS, Mr. Torok will purchase five (5) years generic service.

THEREFORE BE IT RESOLVED, that upon the request of County employee Michael Torok, the Board of Commissioners hereby approves the purchase of five (5) years generic service under County Resolution #02-101.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is authorized on behalf of the County to sign and execute all MERS documents to effectuate and finalize this transaction, subject to approval as to form, by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 19**

Introduced by the County Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO APPROVE RECLASSIFICATION REQUESTS FOR UAW TECHNICAL,  
OFFICE, PARA-PROFESSIONAL AND SERVICE, AND ICEA COUNTY PROFESSIONALS UNIT  
EMPLOYEES**

**RESOLUTION #25 – 386**

WHEREAS, the UAW Technical, Office, Para-Professional and Service, and ICEA County Professionals Unit had collective bargaining agreements that were effective January 1, 2022 through December 31, 2024; and

WHEREAS, these documents include a process for employee submission of reclassification requests; and

WHEREAS, the Human Resources Department has executed the approval process for reclassification requests for employees in these groups for requests submitted.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following changes:

<u>Position No.</u>	<u>Position Title</u>	<u>Action</u>
662028	Compliance Officer	Move from UAW F to UAW G
662029	Compliance Officer	Move from UAW F to UAW G
662009	Head Cook – Youth Center	Move from UAW F to UAW G
662010	Cook – Youth Center	Move from UAW E to UAW F
140089	Head Cook – Family Center	Move from UAW F to UAW G
601501	Consumer Support Specialist to Case Manager – Ryan White Prog.	Move from ICEA Co. Pro 05 to ICEA Co. Pro 06
601515	Consumer Support Specialist to Case Manager – Ryan White Prog.	Move from ICEA Co. Pro 05 to ICEA Co. Pro 06
601060	Program Coord, to Program Mgr. - Health and Resource Navigation	Move from ICEA Co. Pro 08 to ICEA Co. Pro 10
225005	Real Property Appraiser to Real Property Appraiser I/II	Move from ICEA Co. Pro 07 to include both ICEA Co. Pro 07 (II) and ICEA Co Pro 05 (I)

<u>Position Title</u>	<u>2025 Current Grade, Step 5</u>	<u>2025 Proposed Grade, Step 5</u>	<u>Difference</u>
Compliance Officer	UAW F: \$52,164.59	UAW G: \$55,189.66	\$3,025.07
Compliance Officer	UAW F: \$52,164.59	UAW G: \$55,189.66	\$3,025.07
Head Cook – Youth Center	UAW F: \$52,164.59	UAW G: \$55,189.66	\$3,025.07
Cook – Youth Center	UAW E: \$49,348.68	UAW F: \$52,164.59	\$2,815.91
Head Cook – Family Center	UAW F: \$52,164.59	UAW G: \$55,189.66	\$3,025.07

**AUGUST 26, 2025 REGULAR MEETING**

<u>Position Title</u>	2025		<u>Difference</u>
	<u>Current Grade, Step 5</u>	<u>Proposed Grade, Step 5</u>	
Case Manager – Ryan White Prog.	ICEA 05: \$63,450.73	ICEA 06: \$68,730.22	\$5,279.49
Case Manager – Ryan White Prog.	ICEA 05: \$63,450.73	ICEA 06: \$68,730.22	\$5,279.49
Program Mgr. – Health and Resource Navigation	ICEA 08: \$82,047.11	ICEA 10: \$96,913.05	\$14,865.94
Real Property Appraiser I/II	ICEA 07: \$75,222.34	ICEA 05: \$62,644.65	(\$12,577.69)
<b>TOTAL:</b>			<b>\$27,763.42</b>

BE IT FURTHER RESOLVED, that these reclassifications are effective the first full pay period following the date of their submission to the Human Resources Department.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None      **Absent:** None      **Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 20**

Introduced by the Human Services Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION MAKING AN APPOINTMENT TO THE OPIOID LITIGATION ADVISORY PANEL**

**RESOLUTION #25 – 387**

WHEREAS, the Ingham County Board of Commissioners established an Opioid Litigation Advisory Panel; and

WHEREAS, the Human Services Committee interviewed those interested in serving on the panel.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby appoints:

Shalonda James Garza, 2319 Chisholm, Holt, 48842

to the Opioid Litigation Advisory Panel as the schools/education representative.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 21**

Introduced by the Human Services, County Services, and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE WAIVING THE WAITING PERIOD FOR POSTED OPEN  
POSITIONS ASSOCIATED WITH REVENUE FOR INGHAM COMMUNITY HEALTH CENTERS**

**RESOLUTION #25 – 388**

WHEREAS, Ingham County Health Department's (ICHHD's) Ingham Community Health Centers (ICHCs) wish to waive the four (4) week waiting period for posted open positions directly associated with revenue generation within the ICHCs; and

WHEREAS, these positions include Physicians, Dentists, Physician Assistants, Nurse Practitioners, Licensed Social Workers, Dental Hygienists, Medical Assistants, and Dental Assistants; and

WHEREAS, patient visits and their associated revenue is critical to achieving a balanced budget; and

WHEREAS, patient visits are driven by the ability to schedule patients with a billable clinician (i.e. Physician, Nurse Practitioner, Physician Assistant, Dentist, Dental Hygienist, Licensed Social Worker); and

WHEREAS, medical and dental visits require the support of a Medical Assistant and Dental Assistant to meet productivity goals; and

WHEREAS, the ICHCs do not possess support staff beyond those required for daily operations; and

WHEREAS, the ICHCs are operating at a financial deficit; and

WHEREAS, nearly \$13,800,000 of budgeted revenue is associated with patient visits; and

WHEREAS, ICHC's budgeted revenue is 21.5% grants, 24% 340B pharmacy, 41% patient and insurance payments, and 13.5% general fund; and

WHEREAS, each time a provider position is vacant for four (4) weeks, the net loss is between \$10,000 and \$25,000 (budgeted revenue – position cost with benefits); and

WHEREAS, it is estimated that working without a dedicated Medical and Dental Assistant, reduces provider productivity by as much as 50%; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize waiving the four (4) week waiting period for posted open positions directly associated with revenue generation within the ICHCs.

**AUGUST 26, 2025 REGULAR MEETING**

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes waiving the four (4) week waiting period for posted open positions directly associated with revenue generation within the ICHDs.

BE IT FURTHER RESOLVED, that nearly \$13,800,000 of budgeted revenue is associated with patient visits.

BE IT FURTHER RESOLVED, that ICHCs budgeted revenue is 21.5% grants, 24% 340B pharmacy, 41% patient and insurance payments, and 13.5% general fund.

BE IT FURTHER RESOLVED, that each time a provider position is vacant for four (4) weeks, the net loss is between \$10,000 and \$25,000 (budgeted revenue – position cost with benefits).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments and changes to the position allocation list, consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville

**Nays:** None

**Absent:** None

**Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 22**

Introduced by the Human Services, County Services, and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO EXEMPT THE ADMINISTRATIVE ASSISTANT POSITION WITHIN THE  
DEPARTMENT OF VETERANS AFFAIRS FROM THE HIRING FREEZE PROCESS**

**RESOLUTION #25 – 389**

WHEREAS, Resolution #25-152 requires a four-week hold on vacant positions before they can be advertised to be filled; and

WHEREAS, Ms. Tammie Frazier, Administrative Assistant for the Ingham County Department of Veterans Affairs, has submitted her notice of retirement effective August 14, 2025; and

WHEREAS, the retirement of Ms. Frazier will result in a vacant Administrative Assistant position; and

WHEREAS, the Administrative Assistant is an essential position within the department and plays a critical role in the administration of the Emergency Assistance Program and management of grant-related documentation and processes; and

WHEREAS, this position also provides direct customer service to the public and performs vital business and administrative functions that support the department’s overall operations; and

WHEREAS, a delay in filling this position would significantly hinder the department’s ability to deliver timely emergency assistance, manage compliance with state funding requirements, and provide services to veterans and their families; and

WHEREAS, requiring the department to hold this position vacant for a minimum of six weeks, four weeks for the hiring freeze, and a minimum of two more weeks for recruitment, interviewing, and onboarding, would effectively stall department operations and diminish services to the community.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners exempts the Administrative Assistant position within the Ingham County Department of Veterans Affairs from the hiring freeze process.

BE IT FURTHER RESOLVED, that the Department of Veterans Affairs is authorized to post the Administrative Assistant position immediately upon adoption of this resolution.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None                    **Absent:** Cahill, Morgan, Schafer                    **Approved 08/18/25**

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None                    **Absent:** None                    **Approved 08/19/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 23**

Introduced by the Human Services, County Services, and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE CONVERTING TWO SPECIAL PART TIME PHYSICIAN ASSISTANT – MOBILE HEALTH POSITIONS TO SPECIAL PART TIME CHARGE NURSES – MOBILE HEALTH AND CREATE FOUR ADDITIONAL SPECIAL PART TIME MEDICAL POSITIONS TO SUPPORT MOBILE HEALTH AND NEIGHBORHOOD WELLNESS CENTER OPERATIONS**

**RESOLUTION #25 – 390**

WHEREAS, Ingham County Health Department (ICHD) wishes to convert two Special Part Time Physician Assistant – Mobile Health positions (601905 and 601906), to two Special Part Time Charge Nurse – Mobile Health positions; and

WHEREAS, ICHD also wishes to create four (4) additional SPT positions to support Mobile Health and Neighborhood Wellness Center (NWC) operations; and

WHEREAS, the four (4) new positions include two (2) Special Part Time Medical Assistants – Mobile Health, one (1) Special Part Time Charge Nurse – Neighborhood Wellness, and one (1) Special Part Time Medical Assistant – Neighborhood Wellness; and

WHEREAS, the reasons for these needed changes are as follows; and

WHEREAS, the SPT Physician Assistant – Mobile Health is a position that has previously been posted, has had no applicants, and has been determined unnecessary to Mobile Health operations because Medical Lead functions at Mobile Health events have been fulfilled sustainably by SPT Mobile Health Physicians and Nurse Practitioners; and

WHEREAS, expansion of Mobile Health operations in 2025 to include bimonthly outreach at homeless encampments and intensive school-based childhood vaccination efforts has resulted in a need for two (2) additional SPT Charge Nurse – Mobile Health positions in order to reliably fulfill all requested events and meet community health service needs; and

WHEREAS, ICHD would also like to create two (2) SPT Medical Assistant (MA) – Mobile Health positions of which there are currently none; and

WHEREAS, to date, ICHD has met MA staffing needs at Mobile Health events by scheduling other ICHD/ICHC staff with MA credential(s) to work at Mobile Health events; and

WHEREAS, as Mobile Health operations continue to expand, creating a pool of two (2) SPT Medical Assistant – Mobile Health positions will ensure adequate staffing; and

## AUGUST 26, 2025 REGULAR MEETING

WHEREAS, Mobile Health events are scheduled sporadically at the request of community partners; and

WHEREAS, frequency and cadence of Mobile Health events fluctuates by season and is driven by community needs and MDHHS funding availability, which changes from year-to-year; and

WHEREAS, the Neighborhood Wellness Center (NWC) is funded by a grant from MDHHS, and is located within the Epicenter of Worship Church at 517 W. Jolly Road; and

WHEREAS, NWC has standing weekly days and hours, and medical staff are required at this site for a maximum of 19 hours per week; and

WHEREAS, NWC opened in 2024 and ICHD has explored various medical staffing models including contracting with a medical services provider and staffing with temp employees; and

WHEREAS, it has been determined by ICHD and Ingham County Human Resources that one (1) Special Part Time Charge Nurse – Neighborhood Wellness and one (1) Special Part Time Medical Assistant – Neighborhood Wellness can best provide needed staff coverage at this site; and

WHEREAS, the UAW and MNA unions have been notified and have confirmed support of the conversion of two (2) SPT PA positions to two SPT Charge Nurses, and the addition of two (2) SPT Medical Assistants, one (1) SPT Charge Nurse, and one (1) SPT Medical Assistant; and

WHEREAS, FY26 position costs are as follows: SPT Charge Nurse #1 MHU (Salary \$24,916, Fringe \$2,315), SPT Charge Nurse #2 Mobile Health: (Salary \$24,916, Fringe \$2,315), SPT Medical Asst #1 Mobile Health: (Salary \$12,742, Fringe \$1,184), SPT Medical Asst #2 Mobile Health: (Salary \$12,742, Fringe \$1,184), SPT Charge Nurse NWC: (Salary \$39,451, Fringe \$3,665), and SPT Medical Asst NWC: (Salary \$20,175, Fringe \$1,874), and

WHEREAS, there is no cost to ICHD for these positions as funding for Mobile Health positions will be fully covered by MDHHS Mobile COVID Testing Grant (Org #: 22160055 Object#: 704000 Project#: 01149), and funding for Neighborhood Wellness Center positions will be fully covered by MDHHS Neighborhood Wellness Center Grant (Org#: 221-601-105 Object#: 704-000-02044 Project # - 02044); and

WHEREAS, the ICHD Medical Health Officer recommends that the Ingham County Board of Commissioners authorize converting two Special Part Time Physician Assistant – Mobile Health positions to two Special Part Time Charge Nurse – Mobile Health positions and creating two (2) Special Part Time Medical Assistants – Mobile Health positions; one (1) Special Part Time Charge Nurse – Neighborhood Wellness Center position; and one (1) Special Part Time Medical Assistant – Neighborhood Wellness Center position.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes converting two Special Part Time Physician Assistant – Mobile Health positions to two Special Part Time Charge Nurse – Mobile Health positions and creating two (2) Special Part Time Medical Assistants – Mobile Health positions; one (1) Special Part Time Charge Nurse – Neighborhood Wellness position; and one (1) Special Part Time Medical Assistant – Neighborhood Wellness position effective upon approval.

BE IT FURTHER RESOLVED, that funding for two (2) SPT Charge Nurses – Mobile Health and (2) SPT Medical Assistants – Mobile Health will be covered by MDHHS Mobile COVID Testing Grant (Org #: 22160055 Object#: 704000 Project#: 01149), and funding for one (1) SPT Charge Nurse – Neighborhood

**AUGUST 26, 2025 REGULAR MEETING**

Wellness and (1) SPT Medical Assistant – Neighborhood Wellness will both be covered by MDHHS Neighborhood Wellness Center Grant (Org#: 221-601-105 Object#: 704-000-02044 Project # - 02044).

BE IT FURTHER RESOLVED, that FY26 position costs are as follows: SPT Charge Nurse #1 MHU (Salary \$24,916, Fringe \$2,315), SPT Charge Nurse #2 Mobile Health: (Salary \$24,916, Fringe \$2,315), SPT Medical Asst #1 Mobile Health: (Salary \$12,742, Fringe \$1,184), SPT Medical Asst #2 Mobile Health: (Salary \$12,742, Fringe \$1,184), SPT Charge Nurse NWC: (Salary \$39,451, Fringe \$3,665), and SPT Medical Asst NWC: (Salary \$20,175, Fringe \$1,874).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary adjustments to the budget and position allocation list consistent with this resolution.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None                   **Absent:** Cahill, Morgan, Schafer                   **Approved 08/18/25**

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Johnson, Maiville  
**Nays:** None                   **Absent:** None                   **Approved 08/19/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                   **Absent:** Cahill                   **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 24**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTINGENCY FUND APPROPRIATION AND AGREEMENT  
WITH THE MICHIGAN IMMIGRANT RIGHTS CENTER FOR IMMIGRATION LEGAL  
SERVICES**

**RESOLUTION #25 – 391**

WHEREAS, the Michigan Immigrant Rights Center (MIRC), in partnership with the Newcomer Center and the MSU College of Law Immigration Law Clinic, proposes to establish a legal clinic to provide essential legal services to refugee and immigrant families in Ingham County; and

WHEREAS, the clinic would offer free monthly educational sessions, workshops, one-on-one legal consultations, and direct legal representation to support low-income residents with immigration-related needs; and

WHEREAS, MIRC has submitted a preliminary application to the CRCF for an impact grant requiring a local match of \$75,000; and

WHEREAS, MIRC has requested \$30,000 from Ingham County to assist in meeting this required match, with the understanding that funding from the County would allow the clinic to move forward even if the CRCF grant is not awarded; and

WHEREAS, the services proposed are anticipated to significantly benefit Ingham County residents by addressing critical unmet legal needs in the immigrant and refugee community; and

WHEREAS, funds are available in the Ingham County Contingency Fund for this purpose.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an appropriation of up to \$30,000 from the Contingency Fund to support the Michigan Immigrant Rights Center's legal services clinic.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes an agreement with MIRC, to provide monthly workshops, one-on-one legal services, and representation for immigration matters to Ingham County residents.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents after review and approval as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**HUMAN SERVICES: Yeas:** Cahill, Trubac, Morgan, Willis

**Nays:** Ruest, Schafer

**Absent:** Tennis

**Approved 07/14/25**

**FINANCE: Yeas:** Grebner, Sebolt, Polsdofer, Cahill

**Nays:** Maiville

**Absent:** Morgan, Tennis, Ruest

**Approved 07/16/25**

Commissioner Tennis moved to adopt the resolution. Commissioner Morgan supported the motion.

Commissioner Tennis disclosed that the MIRC was a client of Capitol Services.

The motion to adopt the resolution carried. **Yeas:** Cahill, Grebner, Johnson, Lawrence, Morgan, Peña, Pratt, Polsdofer, Sebolt, Tennis, Willis. **Nays:** Ruest, Schafer. **Absent:** Trubac, Maiville.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 25**

Introduced by Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE \$1,000,000 FROM 2024 HOUSING AND HOMELESS MILLAGE FUNDS AND \$1,475,000 FROM 2025 HOUSING AND HOMELESS MILLAGE FUNDS FOR PROGRAMS RECOMMENDED FOR FUNDING THROUGH 2025 HOUSING AND HOMELESS SUPPORTIVE SERVICES GRANT PROPOSALS**

**RESOLUTION #25 – 392**

WHEREAS, the Ingham County Board of Commissioners, in Resolution #25-247, authorized the Ingham County Housing Trust Fund (HTF) Committee to release a Supportive Services Grant process utilizing Ingham County Housing and Homeless Millage funds; and

WHEREAS, 18 grant applications were received for supportive services and programs consistent with the purposes of the Ingham County Housing and Homeless Millage as approved by Ingham County voters, which includes but is not limited to funding for housing programs to provide services for unhoused persons to prevent and reduce homelessness in Ingham County; and

WHEREAS, after careful review, evaluation, and discussion of the applications the HTF committee approved the following funding recommendations for nine programs providing supportive services for families and individuals experiencing or at-risk of homelessness based on the application ratings included in the attached table; and

WHEREAS, to fund programs for a period of two years, with an end date of September 30, 2027, the HTF Committee has recommended that the Board authorize funding for selected programs using Housing and Homeless Millage funds collected in 2024 and 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into grant agreements for the funding period beginning upon agreement execution and ending no later than September 30, 2027 for the following programs/recipients at the following amounts:

	<b>2024 Millage</b>	<b>2025 Millage</b>
• Ingham County Health Department	\$200,000	\$200,000
• Child and Family Charities	\$200,000	\$200,000
• The Peace Education Center (on behalf of Mid-Michigan Tenant Resource Center)	\$150,000	\$250,000
• Punks with Lunch	\$-	\$200,000
• Haven House	\$150,000	\$250,000
• DAP Services & Resources	\$175,000	\$210,000
• Refugee Development	\$100,000	\$100,000
• Charter Township of Meridian (Meridian Cares)	\$20,000	\$60,000
• Mason Community Services	\$5,000	\$5,000
<b>Total</b>	<b>\$1,000,000</b>	<b>\$1,475,000</b>

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that each agreement will include specific terms, consistent with County requirements, to ensure programs deliver eligible services using Ingham County Housing and Homeless Millage funds.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None                   **Absent:** Cahill, Morgan, Schafer           **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                   **Absent:** Cahill           **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

<u>App #</u>	<u>Applicant</u>	<u>Project Name</u>	<u>Amount Requested</u>	<u>Ave Rating (Max of 80 points)</u>	<u>Recommended for Funding? (Yes-2024/2025, No)</u>	<u>2024 Millage Funds</u>	<u>2025 Millage Funds</u>	<u>Total Funding Amount</u>
8	Ingham County Health Department	Shelter & Eviction Diversion and SSI/SSDI, Outreach, Access, and Recovery (SOAR) Services	\$399,041.57	72	Yes - 2024/2025	\$ 200,000	\$ 200,000	\$ 400,000
3	Child and Family Charities	Shelter Diversion Project	\$396,034.00	69.75	Yes - 2024/2025	\$ 200,000	\$ 200,000	\$ 400,000
15	Mid Michigan Tenant Resource Center (via fiduciary The Peace Education Center)	Crisis support & empowerment across the spectrum of tenancy	\$400,000.00	69.75	Yes - 2024/2025	\$ 150,000	\$ 250,000	\$ 400,000
6	Haven House	Emergency Shelter, Outreach, & Housing Support for Families	\$400,000.00	68.75	Yes - 2024/2025	\$ 150,000	\$ 250,000	\$ 400,000
16	Punks with Lunch	Street Outreach	\$400,000.00	68.75	Yes - 2025		\$ 200,000	\$ 200,000
5	DAP Services & Resources	Senior Stability Program	\$384,361.00	65.25	Yes - 2024/2025	\$ 175,000	\$ 210,000	\$ 385,000
17	Refugee Development Center	Refugee Newcomer Navigation	\$200,000.00	65	Yes - 2024/2025	\$ 100,000	\$ 100,000	\$ 200,000
14	Charter Township of Meridian (Meridian Cares Program)	Meridian Cares 4 Meridian Township (MC4MT)	\$80,000.00	64	Yes - 2024/2025	\$ 20,000	\$ 60,000	\$ 80,000
10	Legal Services of South Central Michigan	Legal Services for Low Income Households at Risk of Homelessness	\$100,000.00	63	No	\$ -	\$ -	\$ -
7	Holy Cross Services/New Hope Community Center	Emergency Shelter Program and Day Center	\$400,000.00	55.5	No	\$ -	\$ -	\$ -
4	City of Lansing	Hoteling Program	\$200,000.00	54.75	No	\$ -	\$ -	\$ -
9	Lansing Housing Commission	Supportive Service Case Manager	\$160,000.00	52	No	\$ -	\$ -	\$ -
13	MDHHS Eviction Diversion	Eviction Diversion Prevention/Housing Support Program	\$400,000.00	52	No	\$ -	\$ -	\$ -
1	Allen Neighborhood Center	ANC Housing Assistance Fund	\$100,000.00	51.75	No	\$ -	\$ -	\$ -
2	Capital Area Housing Partnership	Walter French, Ballentine, Walnut Manor, Jefferson, Deerpath, and Bailey	\$299,415.00	51.5	No	\$ -	\$ -	\$ -
12	Mason Community Services	Home Sweet Home	\$10,000.00	37.75	Yes - 2024/2025	\$ 5,000	\$ 5,000	\$ 10,000
11	L-Town Jubilee	Brave Stories, Bold Leaders	\$139,935.00	16.25	No	\$ -	\$ -	\$ -
18	One Unity Rising	Bridge to Stability	\$50,000.00	14.75	No	\$ -	\$ -	\$ -
						<b>2024</b>	<b>2025</b>	<b>Total Funding - All Years</b>
		<b>Total Amount Requested</b>	\$4,518,786.57		<b>Total Funding by Millage Year</b>	\$1,000,000	\$1,475,000	\$2,475,000

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 26**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A 2025 SERVICE AGREEMENT WITH CLINTON COUNTY**

**RESOLUTION #25 – 393**

WHEREAS, the Ingham County Department of Veterans Affairs is committed to providing high-quality, comprehensive services to veterans and their dependents in alignment with its mission and statutory responsibilities; and

WHEREAS, Clinton County does not operate a county-level Department of Veterans Affairs and, as such, is unable to independently provide certain essential services to its resident veterans and their families; and

WHEREAS, the Ingham County Department of Veterans Affairs is willing and able to provide such services to eligible residents of Clinton County through an inter-county service agreement; and

WHEREAS, Clinton County has expressed its desire to enter into such an agreement to ensure its veteran population receives the appropriate services and support; and

WHEREAS, the proposed agreement shall commence on January 1, 2025, and continue through December 31, 2025, unless terminated in accordance with the terms of the agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2025 Service Agreement with Clinton County for the provision of veterans' services by the Ingham County Department of Veterans Affairs for the period of January 1, 2025 through December 31, 2025.

BE IT FURTHER RESOLVED, that Clinton County shall compensate Ingham County in the amount of \$87,641.60 for the services provided during the term of this agreement.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 27**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING WITH CAPITAL AREA COMMUNITY SERVICES FOR WELL AND SEPTIC REPLACEMENT PROJECTS**

**RESOLUTION #25 – 394**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a Memorandum of Understanding (MOU) with Capital Area Community Services (CACS) for the implementation of well and septic replacement project effective August 1, 2025 through September 30, 2027 in an amount not to exceed \$500,000; and

WHEREAS, Resolution #24-467 authorized Ingham County to enter into a Michigan State Housing Development Authority (MSHDA) Enhancement Grant for eligible programs and projects in an amount not to exceed \$15,000,000; and

WHEREAS, the Ingham County Housing Trust Fund allocated \$3,005,000 of these funds to CACS for homeowner rehabilitation and repair projects, as authorized through Resolution #25-079; and

WHEREAS, CACS has proposed to use \$500,000 of these funds to manage well and septic replacement projects in coordination with ICHD; and

WHEREAS, CACS will process eligible applications for households up to 120% of Area Median Income (AMI) and act as fiduciary for the program funds, while ICHD's Environmental Health Division (EH) will oversee technical project components and contractor coordination; and

WHEREAS, ICHD is required to enter into an MOU with CACS to implement this collaboration; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering enter into an MOU with CACS for the implementation of a well and septic replacement project effective August 1, 2025 through September 30, 2027 in an amount not to exceed \$500,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an MOU with CACS for the implementation of a well and septic replacement project effective August 1, 2025 through September 30, 2027 in an amount not to exceed \$500,000.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 28**

Introduced by the Human Services and Finance Committees:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN EXTENSION TO RESOLUTION #24-362 AUTHORIZING AN AGREEMENT WITH EDGE PARTNERSHIPS FOR A CONTINUED SOCIAL MARKETING CAMPAIGN TO INCREASE ALL VACCINE UPTAKE**

**RESOLUTION #25 – 395**

WHEREAS, Ingham County Health Department (ICHD) wishes to extend Resolution #24-362 authorizing an agreement with Edge Partnerships for a Social Marketing Campaign designed to engage target populations in vaccine education, connect people in Ingham County to vaccination providers and reliable information, and increase vaccine uptake among vulnerable populations effective July 1, 2025, through September 30, 2025, in an amount not to exceed \$63,000; and

WHEREAS, through Resolution #24-362, funding was previously sourced from the Michigan Department of Health and Human Services (MDHHS) COVID-19 Immunization Grant in an amount not to exceed \$63,000 effective through September 30, 2024; and

WHEREAS, ICHD has worked with Edge Partnerships to develop and disseminate the campaign in 2022, 2023, and 2024 and Edge Partnerships remains the preferred contractor for this service based upon their demonstrated capability and experience in the work of public health, their detailed work plan and timeline for the project, and their proposed budget and its relevance to the scope of work; and

WHEREAS, this extended campaign will allow ICHD to continue the campaign with Edge Partnerships using tactics such as the production of videos, billboard advertisements, radio scripts, digital media, social media messages, and print materials related to vaccine awareness and education through September 30, 2025; and

WHEREAS, all costs for this agreement will be covered by the previously awarded COVID-19 Immunization Grant from MDHHS authorized through Resolution #24-362; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize extending Resolution #24-362 authorizing an agreement with Edge Partnerships for a Social Marketing Campaign designed to increase all vaccination uptake among Ingham County's vulnerable populations, effective July 1, 2025, through September 30, 2025, in an amount not to exceed \$63,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes extending Resolution #24-362 authorizing and agreement with Edge Partnerships for a Social Marketing Campaign designed to increase all vaccination uptake among Ingham County's vulnerable populations, effective July 1, 2025, through September 30, 2025, in an amount not to exceed \$63,000.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None      **Absent:** Cahill, Morgan, Schafer      **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 29**

Introduced by the Human Services and Finance Committees:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH REDHEAD CREATIVE  
CONSULTANCY FOR A DIGITAL MARKETING CAMPAIGN TO IMPROVE PEDESTRIAN  
SAFETY**

**RESOLUTION #25 – 396**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Redhead Creative Consultancy for a Digital Marketing Campaign designed to engage target populations in pedestrian education, improve connectivity, and influence public behavior to maximize safety and prevent injuries, effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$21,000; and

WHEREAS, funding will be sourced from the Tri-County Regional Planning Commission in an amount not to exceed \$21,000; and

WHEREAS, ICHD has worked with Redhead Creative Consultancy to develop and disseminate other health education campaigns in 2017, 2019 and 2020 and Redhead is the preferred contractor for this service based upon their demonstrated capability and experience in the work of public health, their detailed work plan and timeline for the project, and their proposed budget and its relevance to the scope of work; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize an agreement with Redhead Creative Consultancy for a Digital Marketing Campaign designed to increase awareness of pedestrian safety in target populations, effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$21,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Redhead Creative Consultancy for a Digital Marketing Campaign designed to increase awareness of pedestrian safety in target populations, effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$21,000.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis

**Nays:** Ruest

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville  
**Nays:** Ruest      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 30**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH SOUTHEASTERN MICHIGAN  
HEALTH ASSOCIATION TO ACT AS THE FIDUCIARY/PAYEE FOR AGENCY FUNDING**

**RESOLUTION #25 – 397**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with Southeastern Michigan Health Association (SEMHA) to act as a Medicaid Outreach Match Partner effective October 1, 2024 through September 30, 2025 in an amount not to exceed \$354,825; and

WHEREAS, ICHD has partnered with WCHAP (now SEMHA) since 2014, acting as a Medicaid Match Partner whereby SEMHA offers a pediatric medical home implementation program; and

WHEREAS, SEMHA coordinates an integrated system of early childhood support services that is voluntary, accessible, and culturally competent for families with children who are on Medicaid or are Medicaid eligible; and

WHEREAS, SEMHA provides this service through a variety of avenues including telephone consultation, education, transportation, home visits, interpretation services, and asthma case management services; and

WHEREAS, SEMHA sustainability is dependent upon receiving Medicaid Outreach Matching funds; and

WHEREAS, this agreement will be effective October 1, 2024 through September 30, 2025; and

WHEREAS, as the fiduciary/payee of SEMHA funds, ICHD will:

1. Receive funds from SEMHA up to \$162,413 for Medicaid Eligible expenses, which is 50% of \$324,825 (\$354,825 minus the \$30,000 administrative support)
2. Receive funds from SEMHA in the amount of \$30,000 for administrative support
3. Set up a system to provide an initial payment to SEMHA and subsequent reimbursements
4. Process Medicaid Outreach documentation required to draw Medicaid Outreach Matching Funds
5. Perform on-site monitoring of SEMHA
6. Forward any required reports as provided by SEMHA; and

WHEREAS, SEMHA will:

1. Provide quarterly financial reports of all expenses
2. Provide quarterly reports for Medicaid Outreach
3. Keep ICHD up-to-date on any changes in funding; and

**AUGUST 26, 2025 REGULAR MEETING**

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from SEMHA in an amount not to exceed \$162,413 for Medicaid eligible expenses, and whereby ICHD will serve as the fiduciary/payee effective October 1, 2024 through September 30, 2025; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funds from SEMHA in an amount not to exceed \$30,000 for ICHD to provide administrative support effective October 1, 2024 through September 30, 2025; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize the execution of an agreement with SEMHA for a total amount not to exceed \$354,825.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from SEMHA in an amount not to exceed \$162,413 for Medicaid eligible expenses, which is 50% of \$324,825 (\$354,825 minus the \$30,000 administrative support) whereby ICHD will serve as the fiduciary/payee effective October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the acceptance of funds from SEMHA in an amount not to exceed \$30,000 for ICHD to provide administrative support effective October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes an agreement, with SEMHA for a total amount not to exceed \$324,825.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign the necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None                   **Absent:** Cahill, Morgan, Schafer           **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                   **Absent:** Cahill           **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 31**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ACCEPTING FUNDS AND ENTERING INTO AN  
AGREEMENT WITH TRI-COUNTY REGIONAL PLANNING COMMISSION FOR  
PEDESTRIAN SAFETY**

**RESOLUTION #25 – 398**

WHEREAS, Ingham County Health Department (ICHD) wishes to accept funding from the Tri-County Regional Planning Commission and enter into an agreement to improve pedestrian safety through the lens of human behavior effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$24,900; and

WHEREAS, these funds will be used to development and implement focus groups for the community on human behavior regarding pedestrian safety within Ingham County; and

WHEREAS, ICHD wishes to enter into an agreement to further address pedestrian safety and human behavior within Ingham County; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize accepting funding from Tri-County Regional Planning Commission and entering into an agreement to support pedestrian safety, effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$24,900.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes accepting funds from Tri-County Regional Planning Commission and entering into an agreement to promote improved pedestrian safety effective August 1, 2025 through September 30, 2025 in an amount not to exceed \$24,900.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners authorized to sign any necessary contract agreement upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis

**Nays:** Ruest

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville

**Nays:** Ruest

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 32**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE FY25-26 EMERGING THREATS AGREEMENT WITH  
MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF  
PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

**RESOLUTION #25 – 399**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health and Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and Ingham County have proposed a FY25–26 Master Emerging Threats Agreement for the delivery of Emerging Threats public health services under the Comprehensive Agreement process to clarify roles and responsibilities, including funding relations; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a FY25-26 Emerging Threats Master Agreement with MDHHS for the delivery of Emerging Threats public health services effective October 1, 2025 through September 30, 2026 in an amount not to exceed \$125,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorize a FY25-26 Emerging Threats Agreement with MDHHS for the delivery of Emerging Threats services under the Comprehensive Agreement Process effective October 1, 2025 through September 30, 2026 in an amount not to exceed \$125,000.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that \$125,000 of state/federal funds will be made available to Ingham County through the Emerging Threats Comprehensive Agreement.

BE IT FURTHER RESOLVED, that the Health Officer, Adenike Shoyinka, or her designee, is authorized to sign the 2025-2026 Emerging Threats Comprehensive Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2025 Budget in order to implement the resolution.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign contracts, subcontracts associated with the Emerging Threats Master Agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 33**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AMENDMENT #3 TO THE 2024 – 2025 EMERGING THREATS  
MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN  
SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER  
AGREEMENT**

**RESOLUTION #25 – 400**

WHEREAS, the responsibility for protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, Michigan Department of Health & Human Services (MDHHS) and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS and Ingham County entered into a 2024 – 2025 Emerging Threats Agreement authorized through Resolution #24-451; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize a revised Amendment #3 with the MDHHS for the delivery of Emerging Threats Services under the Comprehensive Agreement Process.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes Amendment #3 to the 2025 Emerging Threats Agreement with MDHHS for the delivery of emerging threats services under the Comprehensive Agreement Process.

BE IT FURTHER RESOLVED, that the period of the agreement shall be October 1, 2024 through September 30, 2025.

BE IT FURTHER RESOLVED, that the scope of services included in this agreement shall include Emerging Threats in Ingham County.

BE IT FURTHER RESOLVED, that the total amount of the Emerging Threats Comprehensive Agreement shall decrease from \$691,586 to \$677,772, for a total decrease of \$13,814.

BE IT FURTHER RESOLVED, that the overall decrease in funds consists of the following specific changes to the budget:

- COVID-19 Mobile Testing: decrease of \$125,000 from \$285,714 to \$160,714
- COVID Workforce Development: increase of \$36,706 from \$110,000 to \$146,706
- Emerging Health Response: increase of \$74,480 from \$0 to \$74,480.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to amend the Health Department's 2025 Budget in order to implement this resolution.

BE IT FURTHER RESOLVED that the Health Officer, Adenike Shoyinka, or her designee, is authorized to sign the 2024-2025 Emerging Threats Comprehensive Agreement Amendment #3 electronically through the Mi-E Grants system after approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 34**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE FY2025-2026 MASTER AGREEMENT WITH THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE DELIVERY OF PUBLIC HEALTH SERVICES UNDER THE MASTER AGREEMENT**

**RESOLUTION #25 – 401**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into a FY25-26 Comprehensive Agreement with Michigan Department of Health and Human Services (MDHHS) effective October 1, 2025 through September 30, 2026 in an amount not to exceed \$9,616,099; and

WHEREAS, the responsibility of protecting the health of the public is a shared responsibility between the State and County governments in Michigan; and

WHEREAS, MDHHS and local health departments enter into contracts to clarify the role and responsibilities of each party in protecting public health; and

WHEREAS, MDHHS has proposed grant funding levels and clarify agreement procedures; and

WHEREAS, the Medical Health Officer has recommended that the Board of Commissioners authorize the FY2025-2026 Master Agreement.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a 2025-2026 Agreement with the MDHHS for the delivery of public health services under the Master Agreement Process.

BE IT FURTHER RESOLVED, that the period of Agreement shall be October 1, 2025 through September 30, 2026.

BE IT FURTHER RESOLVED, that the total amount of the Master Agreement funding shall be \$9,616,099.

BEIT FURTHER RESOLVED, that operations and categorical programs include:

AIDS/HIV Prevention and Care  
Bioterrorism Emergency Preparedness  
Children Special Health Care Services  
Communicable Disease Prevention  
Family Planning  
Food Vendors and Restaurant Inspections  
Immunizations

Lead Safe Homes  
Maternal & Child Health Programs  
Tuberculosis Control  
Sexually Transmitted Disease Ctrl  
Vision & Hearing Screening  
WIC Program.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the resolution also authorizes subcontracts in the Breast and Cervical Cancer Control Navigation Program and Nurse Family Partnership programs, and includes authorization for a number of service contracts to perform outreach activities to potential and current Medicaid beneficiaries in the following categories:

- Medicaid Outreach and Public Awareness
- Facilitating Medicaid Eligibility Determination
- Program Planning, Policy Development and Interagency Coordination Related to Medical Services
- Referral, Coordination, and Monitoring of Medicaid Services
- Medicaid-Specific Training on Outreach Eligibility Services
- Arranging for Medicaid-related Transportation and Provision of Medicaid-related Translation.

BE IT FURTHER RESOLVED, that these service contracts braid together requirements and funds from multiple sources including the County and Medicaid Administration (Federal Share) and the braided contracts shall be authorized up to the amended amounts identified below effective October 1, 2025 – September 30, 2026:

- Allen Neighborhood Center \$53,782
- Northwest Initiative \$53,782
- South Side Community Coalition \$46,075
- Catholic Charities of Ingham, Eaton and Clinton Counties \$58,663
- Child & Family Charities \$37,010.

BE IT FURTHER RESOLVED, that the Medical Health Officer, Dr. Adenike Shoyinka. MD, MPH, or her designee, is authorized to sign the FY2025-2026 Master Agreement electronically through the Mi-E Grants system after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Board Chairperson ~~is~~ **is** authorized to sign contracts, subcontracts associated with the Comprehensive Agreement after review by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None      **Absent:** Cahill, Morgan, Schafer      **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 35**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE RENEWAL OF AN AGREEMENT WITH REGLANTERN**

**RESOLUTION #25 – 402**

WHEREAS, Ingham County Health Department’s (ICHD’s) Community Health Centers (CHCs) wish to renew a three-year agreement with RegLantern, effective August 1, 2025 through July 31, 2028 for an amount not to exceed \$29,850; and

WHEREAS, the RegLantern platform is designed to help establish and maintain compliance with CHC program regulations, authorized by section 330 of the Public Health Service (PHS) Act; and

WHEREAS, previously, per Resolution #20-037, RegLantern provided hourly expert consultation services pertaining to CHC compliance with the Health Resources and Services Administration (HRSA) program in preparation for future site visits; and

WHEREAS, the cost of this three-year agreement shall not exceed \$29,850; and

WHEREAS, the cost of this agreement will be covered by Ryan White Part D: 51161500 02228, and CHC Administration: 51161580 02002; and

WHEREAS, the CHC Board of Directors and the Health Officer recommend that the Ingham County Board of Commissioners renew a three-year agreement with RegLantern, effective August 1, 2025 through July 31, 2028 or an amount not to exceed \$29,850.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes renewing a three-year agreement with RegLantern, effective August 1, 2025 through July 31, 2028 for an amount not to exceed \$29,850.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is hereby authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None      **Absent:** Cahill, Morgan, Schafer      **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 36**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH PRONEXUS, LLC CONSULTANTS FOR  
INTERIM CERTIFIED FINANCIAL OFFICER SERVICES**

**RESOLUTION #25 – 403**

WHEREAS, Ingham County Health Department (ICHD) wishes to enter into an agreement with ProNexus, LLC Consultants to provide interim Certified Financial Officer (CFO) services to aid in managing the financial workload and responsibilities of ICHD, effective upon approval through the December 1, 2025 in an amount not to exceed \$35,000; and

WHEREAS, the CFO position is critical to providing continued leadership, management and facilitation for all business services, and activities including accounts payable, accounts receivable, payroll, procurement, grant accounting, general accounting operations, cash management, budget, risk management and debt service management; and

WHEREAS, this interim CFO will understand and work to improve the current accounting processes and procedures to ensure accurate accounting, on-time and applicable internal monthly reporting, and on-time and accurate external reporting; and

WHEREAS, additionally, the interim CFO will be responsible for the following functions:

- Work with current ICHD personnel to ensure the Revenue Cycle/Billing Department operates effectively.
- Review, analyze and assess the current status of staff, technology, process and procedures within the revenue cycle department
- Work with current ICHD Management to remediate or implement applicable recommendations identified during the review
- Work with ICHD Management Staff to manage ongoing NextGen Optimization Project; and

WHEREAS, the cost of this agreement will be for an amount not to exceed \$35,000; and

WHEREAS, the Medical Health Officer recommends that the Ingham County Board of Commissioners authorize entering into an agreement with ProNexus, LLC Consultants to provide interim CFO services, effective upon approval through December 1, 2025 in an amount not to exceed \$35,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with ProNexus, LLC Consultants to provide interim CFO services, effective upon approval through December 1, 2025 in an amount not to exceed \$35,000.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract documents consistent with this resolution upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest  
**Nays:** None      **Absent:** Cahill, Morgan, Schafer      **Approved 08/18/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 37**

Introduced by the Human Services and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH MICHIGAN STATE UNIVERSITY FOR ASSISTANCE IN SUPPORTING THE OPIOID LITIGATION ADVISORY PANEL**

**RESOLUTION #25 – 404**

WHEREAS, Ingham County has established an Opioid Litigation Advisory Panel to assist in the effective allocation of funds received from the opioid litigation settlement; and

WHEREAS, the Advisory Panel’s responsibilities include contract monitoring and evaluation, data collection and analysis, and developing streamlined processes to allocate funding in a manner consistent with the County’s goals; and

WHEREAS, the County has identified the need for professional assistance in carrying out these tasks; and

WHEREAS, Michigan State University (MSU) has the capacity to provide such assistance through the services of a PhD student with expertise in research, evaluation, and program design; and

WHEREAS, MSU has proposed to provide these services for a one-year period, effective on the date of execution of the agreement, at a cost not to exceed \$59,198; and

WHEREAS, funding for this agreement will come from the Opioid Litigation Settlement Fund.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a one-year agreement, effective on September 2, 2025, with Michigan State University for the services of a PhD student to support the Opioid Litigation Advisory Panel, at a cost not to exceed \$59,198, to be paid from the Opioid Litigation Settlement Fund.

BE IT FURTHER RESOLVED, that the PhD student will assist the Advisory Panel with contract monitoring and evaluation, data collection and analysis, and designing processes to streamline funding allocations to meet the County’s goals.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution, upon approval as to form by the County Attorney.

**HUMAN SERVICES: Yeas:** Tennis, Trubac, Willis, Ruest

**Nays:** None

**Absent:** Cahill, Morgan, Schafer

**Approved 08/18/25**

**AUGUST 26, 2025 REGULAR MEETING**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None      **Absent:** Cahill      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 38**

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF THE BUSINESS COMMUNITY  
REPRESENTATIVE THE INGHAM COUNTY/CITY OF LANSING  
COMMUNITY CORRECTIONS ADVISORY BOARD**

**RESOLUTION #25 – 405**

WHEREAS, the Ingham County Board of Commissioners authorized participation of Ingham County with the City of Lansing in a joint City/County Community Corrections Advisory Board through Resolution 90-51; and

WHEREAS, the make-up of the Community Corrections Advisory Board must represent various criminal justice and community interests as specified in Public Act 511; and

WHEREAS, the business community representative position is currently vacant; and

WHEREAS, Jason Cords, 9079 West Scenic Lake Drive, Laingsburg, 48848 is interested in being appointed to the Community Corrections Advisory Board.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners appoint Jason Cords to serve on the Community Corrections Advisory Board as the business community representative to a term expiring September 17, 2028.

BE IT FURTHER RESOLVED, that the Board hereby waives the residency requirement for Jason Cords.

BE IT FURTHER RESOLVED, that the County Clerk forward a copy of this resolution to the City of Lansing for consideration of this joint appointment.

BE IT FURTHER RESOLVED, that the City of Lansing is requested to review and confirm the above appointment as soon as possible.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer

**Nays:** None

**Absent:** None

**Approved 08/14/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 39**

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AN “INGHAM COUNTY MUTUAL POLICE  
ASSISTANCE AGREEMENT”**

**RESOLUTION #25 – 406**

WHEREAS, the Ingham County Sheriff’s Office has entered into numerous mutual aid agreements with various municipalities in Ingham County; and

WHEREAS, the Ingham County Sheriff’s Office wishes to continue mutual aid agreements with all police agencies in Ingham County; and

WHEREAS, the County Attorney has reviewed and approved the “Ingham County Mutual Police Assistance Agreement”, which provides for mutual aid between all local law enforcement agencies in Ingham County; and

WHEREAS, the Ingham County Mutual Police Assistance Agreement enhances community safety and law enforcement services through providing regional cooperation amongst law enforcement agencies.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves the Ingham County Mutual Police Assistance Agreement.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chair to sign any necessary contract documents that are consistent with this resolution and approved as to form by the County Attorney.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** Lawrence                      **Approved 08/14/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 40**

Introduced by the Law & Courts Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION AUTHORIZING THE INTERIM MANAGEMENT AND DAILY OPERATIONS OF  
THE 9-1-1 CENTER BY THE INGHAM COUNTY SHERIFF’S OFFICE**

**RESOLUTION #25 – 407**

WHEREAS, the Ingham County 9-1-1 Central Dispatch Center was established in 2012 through the consolidation of Lansing and East Lansing 9-1-1 Centers; and

WHEREAS, a recent vacancy in the 9-1-1 Center’s Director position presents an opportunity for the County to investigate other organizational structures for the Center; and

WHEREAS, the Ingham County Sheriff’s Office has offered to provide interim leadership at the Center until a decision is made on an organizational structure that best suits the Center, its public safety partners, and the citizens it serves.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Ingham County Sheriff’s Office to provide interim leadership and the management of daily operations at the Ingham County 9-1-1 Central Dispatch Center commencing September 1, 2025.

BE IT FURTHER RESOLVED, that the Ingham County Sheriff’s Office will report back to the Law and Courts Committee at a future date in 2025 to update the Committee on its progress and make further recommendations for the Center’s organizational structure.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer

**Nays:** None

**Absent:** None

**Approved 08/14/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 41**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE A CONTRACT WITH SMART COMMUNICATION TO PROVIDE  
INMATE COMMUNICATION TECHNOLOGY WITHIN THE INGHAM COUNTY  
CORRECTIONAL FACILITY**

**RESOLUTION #25 – 408**

WHEREAS, the Sheriff's Office has a responsibility and duty to provide avenues of communication of those incarcerated at the Ingham County Correctional Facility; and

WHEREAS, Ingham County currently has an existing contract with Smart Communication Holding, Inc., (hereinafter referred to as "SmartComm"), as of February 2023 (Resolution #22-453); and

WHEREAS, the Federal Communication Commission (FCC) and the Martha Wright-Reed Act requires just and reasonable' phone rates for all Correctional Facilities throughout the country, necessitating review and modified planning for the future; and

WHEREAS, SmartComm continues to provide satisfactory services and technology to the Correctional Facility operation, consistent with the current contract, and consistent with law; and

WHEREAS, SmartComm has agreed to a new contract with the County consistent with the Martha Wright-Reed Act provisions while expanding technology to incarcerated inmates, including a 1:1 ratio of inmate tablets; and

WHEREAS, expansion to a 1:1 ratio for tablets will increase availability and access for incarcerated individuals to education, recreation, and connection to outside family, friends, and supporters; and

WHEREAS, SmartComm is proposing a contract for three (3) years effective January 1, 2026 with an auto renew for an additional two one (1) year extensions, if desired by the County and agreed upon by the vendor; and

WHEREAS, the agreement with Smart Comm has zero cost to the County.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes to an agreement with Smart Communication to provide inmate communication and technology in the Ingham County Correctional Facility.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** Lawrence                      **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 42**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE AGREEMENT WITH I3-IMAGESOFT**

**RESOLUTION #25 – 409**

WHEREAS, the Circuit Court currently utilizes the OnBase Document Management System (DMS) with maintenance provided by i3-Imagesoft as the value-added reseller under a sole source agreement; and

WHEREAS, a new integration between the OnBase DMS and WebTCS Case Management System (CMS) will be necessary to complete the migration to WebTCS, the state-hosted CMS; and

WHEREAS, the Circuit Court and i3-ImageSoft have identified areas where the current imaging system can be more fully realized and result in greater efficiencies for both the public and court staff; and

WHEREAS, the proposal from i3-Imagesoft to do this integration is \$124,126, and the Circuit Court recommends a 15% contingency for a total project cost of \$142,745; and

WHEREAS, funding for this project is available through the Circuit Court Capital Improvement Project (664-283.990-735.000-CC01) and Probate Court Capital Improvement Project 636-258.700-932.050-PC.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into an agreement with i3-Imagesoft in an amount not to exceed \$142,745, which includes a 15% contingency, to be paid from the Circuit Court's and Probate Court's Capital Improvement budgets.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary documents on behalf of the County after approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** Lawrence                      **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 43**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE PURCHASE OF A KONICA MINOLTA BIZHUB C551I  
COLOR COPIER/PRINTER/SCANNER FOR THE OFFICE OF THE PUBLIC DEFENDER**

**RESOLUTION #25 – 410**

WHEREAS, the Office of the Public Defender is in need of an additional copy machine to replace its current machines; and

WHEREAS, after working with the County’s IT Department, it was determined that the bizhub C551i is comparable to what the Office of the Public Defender has been using and has the features and copies per minute that will best support the Office’s current and future needs; and

WHEREAS, funds are available through the 2024-25 Michigan Indigent Defense Commission Compliance Plan for this expenditure.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the Office of the Public Defender to purchase the Konica Minolta bizhub C551i Color Copier/Printer/Scanner at a price \$6,716.19.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign the necessary documents consistent with this resolution after approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** Lawrence                      **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 44**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO ACCEPTANCE AN ADDITIONAL \$52,625 IN PA511 FUNDS FOR FY 2025 AND  
TO NOTIFY IMPACTED SERVICES PROVIDERS OF INCREASED FUNDING**

**RESOLUTION #25 – 411**

WHEREAS, Ingham County has an approved Comprehensive Corrections Plan supported by the Michigan Department of Corrections (MDOC) through Grant No. CPS-2025-1-9, initially authorized by Resolutions #24-226 and #24-572; and

WHEREAS, the Michigan Department of Corrections, Office of Community Corrections, has issued Change Notice 1 to increase the total authorized budget for the grant; and

WHEREAS, this grant supports community-based programming and services aligned with State Board priorities, targeting populations through the use of evidence-based practices; and

WHEREAS, Change Notice 1 increases the total authorized budget by \$52,625, resulting in a new total grant amount of \$396,077, effective immediately and continuing through the grant period of October 1, 2024 through September 30, 2025; and

WHEREAS, the additional funds will further enhance the County’s ability to meet its objectives under Public Act 511 by supporting key services and programs within the approved Comprehensive Corrections Plan.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners accepts the additional funds provided through Change Notice 1 to Grant No. CPS-2025-1-9 from the Michigan Department of Corrections in the amount of \$52,625, increasing the total grant budget to \$396,077.

BE IT FURTHER RESOLVED, that the Ingham County Department of Community Corrections is authorized to notify impacted service providers of the increase in funding as outlined in Change Notice 1.

BE IT FURTHER RESOLVED, that the Board authorizes the County Controller/Administrator to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary documents consistent with this resolution after approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** Lawrence                      **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 45**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE FUNDS FOR INDIGENT ELECTRONIC MONITORING CLIENTS TO MAINTAIN SERVICES THROUGH DECEMBER 31, 2025 AND TO PROVIDE NOTICE TO JUDICIAL SERVICES GROUP, LTD THAT ADDITIONAL FUNDS ARE AVAILABLE**

**RESOLUTION #25 – 412**

WHEREAS, Resolution #24-573 adopted November 26<sup>th</sup>, 2024 by the Board of Commissioners authorized entering a contract with Judicial Services Group, Ltd. (JSG) to provide electronic monitoring (EM) services for indigent users for an initial five-year performance period effective December 31, 2024 through December 31, 2029 followed by three one-year automatic renewal periods not to extend beyond December 31, 2032; and

WHEREAS, this contract provides that upon exhaustion of the annual budgeted \$500,000 and subsequently approved additional funds during any given year, JSG is required to cease performing services for the remainder of the year, unless or until JSG is notified in writing that additional funding is available to continue services for indigent users; and

WHEREAS, increased rates of indigency and associated increased utilization have led to expenditures projected to exceed the initial \$500,000 annual allocation; and

WHEREAS, EM has proven to be both effective and cost-efficient as an alternative to incarceration; and

WHEREAS, additional EM funding up to \$318,000 from the Justice Millage funds balance is now needed to ensure that services continue through December 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes additional funds in an amount not to exceed \$318,000, for an overall 2025 total of \$818,000 and authorizes providing JSG written notice that additional funds amounting to \$318,000 are available for EM services through December 31, 2025.

BE IT FURTHER RESOLVED, that these supplemental funds will come from the Justice Millage funds balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2025 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                    **Absent:** Lawrence                    **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                    **Absent:** Cahill                    **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 46**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE REMAINING BALANCES UNDER THE PA511 AND JUSTICE MILLAGE CONTRACTS PREVIOUSLY AWARDED TO NORTHWEST INITIATIVE TO MID-MICHIGAN RECOVERY SERVICES FOR THE REMAINDER OF FISCAL YEAR 2025**

**RESOLUTION #25 – 413**

WHEREAS, the Ingham County Board of Commissioners previously approved Resolution #24-226 authorizing a PA511-funded subcontract with Northwest Initiative for the CHOICES program services for the period of October 1, 2024 through September 30, 2025; and

WHEREAS, the Ingham County Board of Commissioners also approved Resolution #24-554 authorizing a Justice Millage-funded agreement with Northwest Initiative for the CHOICES Day Reporting program for the period of January 1, 2024 through December 31, 2025; and

WHEREAS, both contracts have been determined to require termination for cause in accordance with their respective termination provisions; and

WHEREAS, the Board Chairperson has exercised the authority granted under each agreement to issue formal notice of cancellation to Northwest Initiative; and

WHEREAS, Mid-Michigan Recovery Services (MMRS) is qualified and prepared to immediately assume the full caseloads previously managed by Northwest Initiative and to continue uninterrupted service delivery; and

WHEREAS, it is necessary to authorize the allocation of the remaining unspent balances under both the PA511 and Justice Millage contracts to MMRS in order to ensure service continuity for the remainder of each respective fiscal year; and

WHEREAS, MMRS will not be receiving the full contract award amounts authorized under Resolutions #24-226 and #24-554, but only the portion of funds unexpended as of the date of transition, as determined by the County; and

WHEREAS, the transition is expected to take effect no earlier than August 1, 2025 and continue through September 30, 2025 (for PA511 funds) and December 31, 2025 (for Justice Millage funds), consistent with the original contract terms.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners acknowledges the cancellation for cause of the PA511-funded CHOICES program contract with Northwest Initiative as approved in Resolution #24-226, and the Justice Millage-funded CHOICES Day Reporting agreement with Northwest Initiative as approved in Resolution #24-554.

**AUGUST 26, 2025 REGULAR MEETING**

BE IT FURTHER RESOLVED, that the Board authorizes entering into new contracts with Mid-Michigan Recovery Services to assume the respective caseloads and responsibilities covered by the original Northwest Initiative agreements, using only the remaining unexpended funds from each program budget.

BE IT FURTHER RESOLVED, that these contracts with Mid-Michigan Recovery Services shall commence as early as August 1, 2025, and shall remain in effect until the end of the respective fiscal periods: September 30, 2025 for PA511, and December 31, 2025 for Justice Millage.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer

**Nays:** None

**Absent:** Lawrence

**Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest

**Nays:** None

**Absent:** Cahill

**Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 47**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE ADDITIONAL JUSTICE MILLAGE FUNDS FOR PREVENTION AND TRAINING SERVICES OF LANSING AND NOTIFY THEM THAT ADDITIONAL FUNDS ARE AVAILABLE**

**RESOLUTION #25 – 414**

WHEREAS, Resolution #24-554 adopted November 26<sup>th</sup>, 2024 by the Board of Commissioners authorized renewing a contract with Prevention and Training Services of Lansing (PATS) to provide Moral Reconation Therapy (MRT) and Substance Abuse Assessments (SAA) for clients referred by Ingham County Courts for the 2025 Fiscal Year; and

WHEREAS, this contract provides that upon exhaustion of the annual budgeted \$18,600 for MRT and \$5,000 for SAA and subsequently approved additional funds during any given year, PATS is required to cease performing services for the remainder of the year, unless or until PATS is notified in writing that additional funding is available to continue services for Ingham County clients; and

WHEREAS, increased rates of indigency and referrals from Ingham County Courts and Ingham County Probation have led to expenditures beyond the initial annual allocation; and

WHEREAS, these services are vital to assessing needs and providing treatment to clients referred by the Ingham County Courts and Ingham County Probation departments; and

WHEREAS, additional MRT funding up to \$16,000 and SAA funding up to \$7,000 from the Justice Millage funds balance is now needed to ensure that services continue through December 31, 2025.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes additional funds in an amount not to exceed \$16,000 for MRT for an overall 2025 total of \$34,600, and \$7,000 for SAA for an overall 2025 total of \$12,000 and authorizes providing PATS written notice that the additional funds are available to continue services through December 31, 2025.

BE IT FURTHER RESOLVED, that these supplemental funds will come from the Justice Millage funds balance.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary adjustments to the 2025 budget.

BE IT FURTHER RESOLVED, that the Board Chairperson is hereby authorized to sign any necessary documents consistent with this resolution and upon approval as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Peña, Pratt, Schafer  
**Nays:** None                    **Absent:** Lawrence                    **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                    **Absent:** Cahill                    **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 48**

Introduced by the Law & Courts and Finance Committees of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE THE UPGRADE OF THE EXISTING NICE INFORM LOGGING SYSTEM AND FIVE YEARS OF SUPPORT THROUGH WORD SYSTEMS INC.**

**RESOLUTION #25 – 415**

WHEREAS, the Ingham County Board of Commissioners operates the 9-1-1 Emergency Telephone Dispatch System through the Ingham County 9-1-1 Central Dispatch Center; and

WHEREAS, Ingham County 9-1-1 Central Dispatch utilizes the Neptune Intelligence Computer Engineering (NICE) Inform logging system to record and archive all emergency communications, which is essential to daily operations, quality assurance, investigations, and legal compliance; and

WHEREAS, the current NICE Inform system continues to function well, but is due for a necessary upgrade to maintain vendor support, functionality, and incorporate critical technology improvements; and

WHEREAS, the proposed upgrade, provided by Word Systems Inc. (WSI), includes updated server hardware, the latest Inform software version, screen recording enhancements, Quality Assurance (QA) tools, and all associated licensing, training, and implementation services; and

WHEREAS, this upgrade will also enhance the department's ability to quickly and securely provide recordings to public safety partners in support of investigations and to comply with Freedom of Information Act (FOIA) requests; and

WHEREAS, WSI has provided exceptional support for the department's NICE system and remains the region's authorized provider; and

WHEREAS, the total cost for the upgrade and five years of support is \$817,690 if paid in full upfront—offering significant savings compared to a five-year installment plan totaling \$925,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into a contract with Word Systems Inc. in the amount of \$817,690 for the upgrade of the NICE Inform logging system and five years of service and support, with the full amount to be paid upfront to realize cost savings from the 9-1-1 Emergency Telephone Dispatch Services 9-1-1 fund.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make any necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Ingham County Board of Commissioners is authorized to sign any necessary contract consistent with this resolution and approved as to form by the County Attorney.

**AUGUST 26, 2025 REGULAR MEETING**

**LAW & COURTS: Yeas:** Johnson, Willis, Polsdofer, Trubac, Lawrence, Peña, Pratt, Schafer  
**Nays:** None                      **Absent:** None                      **Approved 08/14/25**

**FINANCE: Yeas:** Morgan, Grebner, Tennis, Sebolt, Polsdofer, Maiville, Ruest  
**Nays:** None                      **Absent:** Cahill                      **Approved 08/20/25**

Adopted as a part of the consent agenda.

**AUGUST 26, 2025 REGULAR MEETING**

**ADOPTED – AUGUST 26, 2025  
AGENDA ITEM NO. 49**

Introduced by the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION APPROVING THE 2025 - 2027 COLLECTIVE BARGAINING AGREEMENT WITH  
THE CCLP 911 NON-SUPERVISORY UNIT**

**RESOLUTION #25 – 416**

WHEREAS, a collective bargaining agreement (CBA) has been reached between representatives of Ingham County and the CCLP 911 Non-Supervisory Unit (Union) for the period January 1, 2025 through December 31, 2027; and

WHEREAS, the agreement includes: a term of 3 years (January 1, 2025 – December 31, 2027), a 2% public safety incentive wage scale adjustment and a 3% increase effective upon ratification, a 3% increase effective January 1, 2026, a 4% increase effective January 1, 2027 and a signing bonus of \$3,000 within 30 days of ratification; and

WHEREAS, the agreement is amended to include the position of 911 Analyst in the recognition clause and provides for terms and conditions of employment specific to the position of 911 Analyst; and

WHEREAS, the agreement adds language further clarifying the definition of various types of seniority; and

WHEREAS, the agreement provides for updated election of remedies language; and

WHEREAS, the agreement provides for arbitration procedures pursuant to Michigan Employment Relations Commission rules rather than those of the Federal Mediation and Conciliation Service; and

WHEREAS, the agreement amends promotional procedures; and

WHEREAS, the agreement amends medical dispute language and procedure; and

WHEREAS, the agreement clarifies reasonable suspicion drug testing language and procedure; and

WHEREAS, the agreement provides for shift premium pay to non-probationary employees of \$.25 per hour for regular hours worked between 2 p.m. and 10 p.m. and \$.50 per hour for regular hours worked between 10 p.m. and 6 a.m.; and

WHEREAS, the agreement provides for a 50% match up to the first \$1,000 contributed by the employee to their 457(b) plan for an amount not to exceed \$500 annually contributed by the Employer; and

WHEREAS, the agreement adds language to the vacation bid process; and

**AUGUST 26, 2025 REGULAR MEETING**

WHEREAS, the agreement amends sick leave language to incorporate applicable provisions of the Michigan Earned Sick Time Act; and

WHEREAS, the agreement amends funeral leave language such that leave in the case of the death of any listed family member, five days of funeral leave are available to be taken, three of which are paid and two additional days may be covered by accrued leave time; and

WHEREAS, the agreement eliminates the restriction of dental and vision insurance to non-probationary employees; and

WHEREAS, the agreement provides for Ingham County to provide legal assistance or defense rather than liability insurance in the event a civil suit is filed against an employee who was in the performance of the duties for Ingham County; and

WHEREAS, the agreement provides for the amount of accrued leave time an employee may use to supplement workers' compensation benefits such that they receive 100% of their net straight time pay (an increase from 80%); and

WHEREAS, the agreement provides for inclement weather pay up to 24.5 hours per year; and

WHEREAS, the agreement provides that the 911 Director and Staff Services Manager, along with Supervisors may perform bargaining unit work under specific circumstances; and

WHEREAS, the agreement includes general clean-up of language as a housekeeping matter.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the 2025 - 2027 collective bargaining agreement between Ingham County and the CCLP 911 Non-Supervisory Unit and authorizes the Board Chairperson to sign the agreement upon approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Human Resources Director is authorized to modify the current collective bargaining agreement to include the modifications of the 2025 – 2027 collective bargaining agreement, subject to approval as to form by the County Attorney.

Adopted as a part of the consent agenda.

## **AUGUST 26, 2025 REGULAR MEETING**

### **SPECIAL ORDERS OF THE DAY**

Commissioner Lawrence moved to reappoint Gregg Todd to the Joint Building Authority, Victor Celentino to the Capital Region Airport Authority, and Danielle Grubaugh and Becky Pena to the Community Corrections Advisory Board, waiving the residency requirement for Danielle Grubaugh. Commissioner Morgan supported the motion.

The motion carried unanimously. Absent: Commissioners Trubac and Maiville.

### **PUBLIC COMMENT**

Deveraux thanked the Board of Commissioners and stated they were excited to come back and show them what they were doing.

Hristova stated, as the person spearheading the work, they were thankful to be in a county that was ready and willing to support all of its residents.

### **COMMISSIONER ANNOUNCEMENTS**

Commissioner Peña stated the City of Lansing was holding its annual coat drive with drop off locations at several locations throughout the City.

Commissioner Johnson stated they just got a new dog from the Ingham County Animal Control Shelter.

Commissioner Schafer stated that at the August 26, 2025 Human Services Committee meeting there were over 100 people actively involved in the meeting and over two and a half hours of public comment. Commissioner Schafer further stated it came down to the passion for 4-H and that she did not realize how much the 4-H and Master Gardening programs really affected Lansing.

Commissioner Schafer stated it was a very emotional meeting and believed the amount of money they spent as a County to keep the MSU Extension going was just a drop in the bucket for the impact that it made. Commissioner Schafer further stated that she hoped everyone would take a look at the meeting and understand it had been a diverse group of people.

Commissioner Cahill stated they used the MSU Extension in their job every day and that Commissioner Tennis did a tremendous job running the meeting. Commissioner Cahill further stated that Monday, September 1, 2025 was Labor Day and they should recognize its importance.

Commissioner Morgan stated there was update to the S&P Bond Rating and that they remained at AA rating with a negative outlook. Commissioner Morgan further stated that he was thinking about putting it on a future Finance Committee meeting agenda to better explain bond ratings.

Commissioner Johnson provided information regarding Agenda Item No. 3.

**AUGUST 26, 2025 REGULAR MEETING**

**CONSIDERATION AND ALLOWANCE OF CLAIMS**

Commissioner Grebner moved to pay the claims in the amount of \$29,975,861.85. Commissioner Morgan supported the motion.

The motion carried unanimously. Absent: Commissioners Trubac and Maiville.

**ADJOURNMENT**

The meeting was adjourned at 6:53 p.m.

BY THE COMMITTEE ON PUBLIC SAFETY  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Ingham County Board of Commissioners made the appointment of Jason Cords as the Business Community representative to the Ingham County/City of Lansing Community Corrections Advisory Board for a term expiring September 17, 2028; and

WHEREAS, the Committee on Public Safety met on September 23, 2025 and affirmed the appointment.

BE IT RESOLVED, that the Lansing City Council hereby affirms the appointment of Jason Cords as the Business Community representative to the Ingham County/City of Lansing Community Corrections Advisory Board for a term expiring September 17, 2028.

[29237:2:20160902:122820]

## **CHAPTER 654. NOISE<sup>1</sup>**

### **654.01. Findings of fact.**

It is hereby found and declared that:

- (a) The making and creation of excessive, unnecessary or unusually loud noises within the City is a condition which has existed for some time and the extent and volume of such noise is increasing.
- (b) The making, creation or maintenance of such excessive, unnecessary, unnatural or unusually loud noises, which are prolonged, unusual and unnatural in their time, place and use, effect and are a detriment to the public health, comfort, convenience, safety, welfare and prosperity of the residents of the City.
- (c) The necessity in the public interest for the provisions and prohibitions hereinafter contained and enacted is hereby declared as a matter of legislative determination and public policy, and it is further declared that the provisions and prohibitions hereinafter contained and enacted are in pursuance of and for the purpose of securing and promoting the public health, comfort, convenience, safety, welfare and prosperity and the peace and quiet of the City and its inhabitants.

(Ord. No. 739, 12-22-86)

### **654.02. Scope.**

This chapter shall apply to the control of all sound originating from nonindustrial property within the City. This chapter shall not and is not intended to exclude industrial property or operations from the application of any other ordinances of the City.

(Ord. No. 739, 12-22-86)

### **654.03. Definitions.**

All terminology used in this chapter, not defined in this section, shall be in conformity with applicable publications of the American National Standards Institute (A.N.S.I.) or its successor body. As used in this chapter:

*A-weighted sound level* means the sound pressure level, in decibels, as measured on a sound level meter using the A-weighting network. The level so read is designated dBA.

*Construction* means any site preparation, assembly, erection, substantial repair, alteration or similar action, but excludes demolition for or of public right of ways, structures, utilities or similar property.

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<sup>1</sup>Cross reference(s)—Legislation re peace disturbances - see CHTR. Sec. 3-310; Motor vehicle horns - see TRAF. 5.80; Noise by motor vehicles - see TRAF. 5.90a, 5.92; Peace disturbances generally - see GEN. OFF. Ch. 664; Disorderly conduct in schools - see GEN. OFF. 680.02; Peace disturbances by street musicians - see B.R. & T. 864.07.

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*Decibel (dB)* means a unit for measuring the volume of sound, equal to twenty times the logarithm to the base ten of the ratio of the pressure of the sound measured to the reference pressure, which is twenty micropascals.

*Demolition* means any dismantling, intentional destruction or removal of structures, utilities, public or private right-of-way surfaces or similar property.

*Emergency* means any occurrence of a set of circumstances involving actual or imminent physical trauma or property damage which demands immediate attention.

*Emergency work* means any work performed for the purpose of preventing or alleviating the physical trauma of property damage threatened or caused by an emergency.

*Gross vehicle weight rating (GVWR)* means the value specified by the manufacturer as the recommended maximum loaded weight of a single motor vehicle. In cases where trailers and tractors are separable, the gross combination weight rating (GCWR), which is the value specified by the manufacturer as the recommended maximum loaded weight of the combination vehicle, shall be used.

*Industrial property* means land, land improvements, buildings, structures, other real property and machinery, equipment and fixtures, or any part thereof, whether completed or in the process of construction, comprising an integrated whole, the primary purpose and use of which is the manufacture of goods or materials or the processing of goods and materials by physical or chemical change, and includes agricultural processing facilities. "Industrial property" includes facilities related to the manufacturing operation and under the same ownership or control, provided that such property is contiguous to the manufacturing operation. Such property shall include, but not be limited to, office, engineering research and development, warehousing or parts distribution facilities.

*Manufacture of goods or materials or processing of goods or materials* means any type of operation that would be controlled by an entity included in the classifications provided by Division D, Manufacturing, of the Standard Classification Manual of 1972, published by the United States Office of Management and Budget, regardless of whether or not the entity conducting such an operation is included therein.

*Motor carrier vehicle engaged* means any vehicle for which regulations apply pursuant to Section 18 of the Federal Noise Control Act of 1972 (P.L. 92-574), as amended, pertaining to motor carriers engaged in interstate commerce.

*Motor vehicle* means any vehicle which is propelled or drawn on land by a motor, such as, but not limited to, passenger cars, trucks, truck-trailers, campers, go-carts, snowmobiles, amphibious craft on land, dune buggies, all-terrain vehicles or racing vehicles, but not including motorcycles.

*Motorcycle* means an unenclosed motor vehicle having a saddle or seat for the use of the operator and two or three wheels in contact with the ground, including, but not limited to, motor scooters, minibikes and motor propelled bicycles.

*Muffler or sound dissipative device* means a device for abating the sound of escaping gases of an internal combustion engine.

*Noise* means any sound which annoys or disturbs humans or which causes or tends to cause an adverse psychological or physiological effect on humans.

*Noise disturbance* means any sound which endangers or injures the safety or health of humans or animals, annoys or disturbs a reasonable person of normal sensitivities or endangers or injures personal or real property.

*Noise sensitive zone* means any area where a school, hospital, house of worship, day care center, nursing home, public library, senior citizen center, residence or court is located, or an area of potential noise disturbance.

*Person* means any individual, association, partnership or corporation and includes any officer, employee, department, agency or instrumentality of a state or any political subdivision of a state.

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*Public right-of-way* means any street, avenue, boulevard, highway, sidewalk, path, alley or similar place which is owned or controlled by a governmental entity.

*Public space* means any real property or structures thereon which are owned or controlled by a governmental entity.

*Real property* means an imaginary line along the ground surface, and its vertical extension, which line separates the real property owned by one person from that owned by another person, but not including intra-building real property divisions.

*Recreational motor vehicle* means any motor vehicle or motorcycle which is intended for recreational use or which is being used for recreational purposes, except snowmobiles. Recreational purposes include utilization of such a motor vehicle or motorcycle in competitive events even if engaged in professionally or for compensation.

*Residential area* means any area designated as an A, A-1, B, C, DM-1, DM-2, DM-3 or DM-4 Zoning District, pursuant to the Zoning Code or upon any plan or district map promulgated thereunder.

*RMS sound pressure* means the square root of the time averaged square of the sound pressure, denoted PRMS.

*Sound* means an oscillation in pressure, particle displacement, particle velocity or other physical parameter, in a medium with internal forces that causes compression and rarefaction of that medium. The description of sound may include any characteristic of such sound, including duration, intensity and frequency.

*Sound level* means the weighted sound pressure level obtained by the use of a sound level meter and frequency weighting network, such as A, B or C, as specified in American National Standards Institute Specifications For Sound Level Meters (A.N.S.I. SI.4-1971), or the latest approved revision thereof. If the frequency weighting employed is not indicated, the A-weighting shall apply.

*Sound level meter* means an instrument which includes a microphone, amplifier, RMS detector, integrator or time average, output meter and weighting networks used to measure sound pressure levels.

*Sound pressure* means the instantaneous difference between the actual pressure and the average or barometric pressure at a given point in space, as produced by sound energy.

*Sound pressure level* means twenty times the logarithm to the base ten of the ratio of the RMS sound pressure to the reference pressure of twenty micropascals. The sound pressure level is denoted  $L_p$  or SPL and is expressed in decibels.

*Weekday* means any day, Monday through Friday, which is not a legal holiday.

(Ord. No. 739, 12-22-86)

#### **654.04. Duties and responsibilities of departments.**

All departments and agencies of the City shall, to the fullest extent consistent with other law, carry out their programs in such a manner as to further the policy of this chapter.

In the case of motor vehicle enforcement, the Police Department shall be the primary enforcement agency.

(Ord. No. 739, 12-22-86)

**654.05. Motor vehicles.**

- (a) *On Public Right of Ways.* No person shall operate or cause to be operated a public or private motor vehicle or motorcycle on a public right of way at any time in such a manner that the sound level emitted by the motor vehicle or motorcycle exceeds the level set forth in the following table:

Sound Level in dBA (measured at 50 feet or 15 meters)

	Speed Limit 35 mph or less	Speed Limit over 35 mph	Stationary run-up
Motor carrier vehicle engaged in interstate commerce of GVWR or GCWR of 8,500 lbs. or more	86	90	88
All other motor vehicles of GVWR or GCWR of 8,500 lbs. or more	86	90	—
Any motorcycle	82	86	—
Any other motor vehicle or any combination of vehicles towed	76	82	—

- (b) *Standing Vehicles.* No person shall operate or permit the operation of any motor vehicle, motorcycle or auxiliary equipment attached to such a vehicle for longer than five minutes in any hour while the vehicle is stationary, for reasons other than traffic congestion, on a public right of way or public space within 150 feet (forty-six meters) of a residential area or designated noise sensitive zone, between 8:00 p.m. and 8:00 a.m. of the following day.

- (c) *Recreational Vehicles Operating Off Public Right of Ways.*

- (1) Except as permitted in paragraph (c)(2) hereof, no person shall operate or cause to be operated any recreational motor vehicle or motorcycle off a public right of way in such a manner that the sound level emitted therefrom exceeds the limits set forth in the following table at a distance of fifty feet (fifteen meters) or more from the path of the vehicle when operated in a public space or at or across the boundary of private property when operated on private property. This subsection shall apply to all recreational motor vehicles, whether or not duly licensed and registered.

Vehicle Type	Sound Level, dBA
Motorcycle	Unit manufactured before 1975, 86 dBA
	Unit manufactured after 1975, 84 dBA
Any other vehicle	Unit manufactured before 1975, 86 dBA
	Unit manufactured after 1975, 80 dBA

- (2) Permits for motor vehicle racing events may be obtained from the City according to procedures and criteria set forth in Sections 654.10 and 654.11.

(Ord. No. 739, 12-22-86)

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## 654.06. Railroads.

No person shall operate or permit to be operated any railroad locomotive or car, rolling stock or equipment so as to cause a violation of the allowable sound levels adopted by the U.S. Environmental Protection Agency under the Noise Control Act of 1972, 42 U.S.C. 4901 to 4918, as amended.

(Ord. No. 739, 12-22-86)

## 654.07. Prohibited noises generally.

No person shall make, or continue, cause or permit to be made, verbally or mechanically, any unnecessary noise disturbance. Noncommercial public speaking and public assembly activities conducted on any public space or public right of way shall be exempt from this section, except as otherwise provided herein.

The following acts, and the causing thereof, are hereby declared to be violations of this section:

- (a) *Sound Production and Reproduction Systems.* The playing, using or operating, or permitting the playing, using or operating, of any television or radio receiving set, musical instrument, phonograph or other machine or device for producing, reproducing or amplifying sound in such a manner as to create a noise disturbance, or at any time with a louder volume than is necessary for convenient hearing for the persons who are in the room, chamber, vehicle or other place in which such an instrument, machine, set or device is operated and who are voluntary listeners thereto. The operation of any such television or radio receiving set, instrument, phonograph, machine or device between 11:00 p.m. and 7:00 a.m. of the following day in such a manner as to be plainly audible at a distance of fifty feet from the building, structure, vehicle or other place in which it is located shall be prima-facie evidence of a violation of this section. This subsection shall not apply to noncommercial speech.
- (b) *Loudspeakers; Public Address Systems.*
  - (1) The using or operating for any noncommercial purpose of any loudspeaker, public address system, musical instrument or similar device between 10:00 p.m. and 8:00 a.m. of the following day, such that the sound therefrom creates a noise disturbance across a residential real property boundary; or
  - (2) The using or operating for any commercial purpose of any loudspeaker, public address system or similar device so as to be audible in residential areas or in a noise sensitive zone.
- (c) *Street Sales.* Offering for sale or selling anything by shouting or outcry within any residential area of the City, except in connection with auction sales;
- (d) *Animals and Birds.* Owning, possessing or harboring any bird or other animal which frequently or for continued duration makes sounds which create a noise disturbance across a residential real property boundary or within a noise sensitive zone;
- (e) *Loading and Unloading.* Loading, unloading, opening, closing or other handling of boxes, crates, containers, building materials or similar objects between 10:00 p.m. and 7:00 a.m. of the following day in such a manner as to cause a noise disturbance across a residential property boundary or within a noise sensitive zone;
- (f) *Motor Vehicle Repairs and Testing.* Repairing, rebuilding, modifying or testing any motor vehicle, motorcycle or motorboat in such a manner as to cause a noise disturbance across a residential real property boundary;
- (g) *Construction.* Operating or permitting the operation of any tools or equipment used in construction, drilling or demolition work between 8:00 p.m. and 7:00 a.m. of the following day on weekdays, or at

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any time on weekends or holidays, such that the sound therefrom creates a noise disturbance across a residential real property boundary or within a noise sensitive zone, except for emergency work of public service utilities or by a temporary or special permit issued pursuant to Section 654.10 or 654.11;

- (h) *Places of Public Entertainment.* Operating or playing or permitting the operation or playing of any radio, television, phonograph, drum, musical instrument, sound amplifier or similar device which produces, reproduces or amplifies sound in any place of public entertainment so as to produce a maximum sound level of fifty-five dBA on a residential real property boundary;
- (i) *Domestic Power Tools.* Operating or permitting the operation of any mechanically powered saw, drill, sander, grinder, lawn or garden tool or similar device used in residential areas between 8:00 p.m. and 8:00 a.m. of the following day so as to cause a noise disturbance across a residential real property boundary;
- (j) *Burglar Alarms.* Sounding or permitting the sounding of any burglar alarm or other alarm or any safety or warning device on any building or motor vehicle, unless such burglar alarm terminates its operation within fifteen minutes of its being activated. Any vehicle upon which a burglar alarm has been installed shall prominently display the telephone number at which communication may be made with the owner of such motor vehicle. All burglar alarms which emit a sound which is clearly audible at any residential property line shall be equipped and required to automatically shut off the sound not later than fifteen minutes after it has begun.
- (k) *Air Conditioning and Air Handling Devices.* The operation of air conditioning, air handling devices, refrigeration devices or other compressors causing a continuous sound level in excess of fifty-five dBA measured at any property line in residential areas. This subsection shall not apply if the sound from the air conditioner or air handling device produces less than a three dBA increase in the sound level that exists in the absence of such sound.

(Ord. No. 739, 12-22-86)

### **654.08. Exceptions to chapter.**

The following activities and uses shall be exempt from the noise level regulations established by this chapter:

- (a) Noises of public or governmental safety signals, warning devices and emergency relief valves when used as intended for warnings in case of emergency or danger or when tested, and noises of fire alarms;
- (b) Noises resulting from any authorized police, fire or emergency vehicle when responding to an emergency call or acting in a time of emergency;
- (c) Noises resulting from emergency work. Emergency work shall be work which is necessary to restore property to a safe condition following a public calamity or accident, or work required to protect persons or property from an imminent exposure to danger.
- (d) Any noise resulting from activities of a temporary duration, permitted by law and for which a temporary or special permit has been granted in accordance with Section 654.10 or 654.11;
- (e) Any aircraft operated in conformity with or pursuant to Federal law, Federal air regulations and air traffic control instruction and used pursuant to and within the duly adopted Federal air regulations;
- (f) Noise from church bells, chimes or churches, except between 12:00 midnight and 6:00 a.m.;
- (g) Noise from construction activity, except such noise as is specifically prohibited by this chapter;
- (h) Noise resulting from the repair of public utilities;

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- (i) Noise resulting from the operation of snow removal equipment when being used for or in connection with snow removal; and
  - (j) Noise resulting from a City sponsored cultural, ethnic or community activity open to the public.

(Ord. No. 739, 12-22-86; Ord. No. 758, 6-29-87)

#### **654.09. Limitation of responsibility.**

The City shall not enforce any noise regulations within the jurisdiction of the Michigan and Federal Occupational Safety and Health Act.

(Ord. No. 739, 12-22-86)

#### **654.10. Temporary permits.**

- (a) Upon application of a nonprofit organization, the Mayor or his or her designee may issue a permit for relief of any of the restrictions of this chapter. Such a permit shall not be effective for more than three days and shall not be renewed more than three times. Such a permit shall only be granted if the requirements set forth in Section 654.11(a) are satisfied.
- (b) Any permit granted pursuant to this section may be subject to and prescribe any conditions, limitations or requirements which the Mayor or his or her designee deems necessary to minimize adverse effects upon the community, persons within the community or the surrounding neighborhood.
- (c) Any permit granted pursuant to this section shall contain all conditions upon which the permit has been granted and shall specify the period of time that the permit is in effect.
- (d) Any permit granted pursuant to this section shall be revoked if the conditions to which it is subject are violated or if the conditions set forth in Section 654.11(a) are no longer satisfied.

(Ord. No. 739, 12-22-86)

#### **654.11. Special permits.**

- (a) Following a public hearing at a regularly scheduled Council meeting, and upon recommendation of the Mayor and approval by an affirmative vote of two-thirds of the members of Council, a permit for relief from any of the restrictions or noise level requirements of this chapter may be granted. Applications for a permit for such relief may be made to the Mayor or his or her designated representative. Such a permit for relief may be granted if it is found:
  - (1) That additional time is necessary for the applicant to alter or modify its operation to comply with this chapter, or that the activity, operation or noise source will be of temporary duration and cannot be done in a manner that would comply with the other requirements of this chapter;
  - (2) That no reasonable alternative is available to the applicant; and
  - (3) That the noise created will not unreasonably damage or endanger the health, safety or welfare of the public.
- (b) Residents living within 500 feet of the real property boundary line of the noise emitter applying for such a permit must be given notice of the application 12 days in advance of the hearing thereon. Such notice shall be delivered by mail to all such residents. Unintentional failure to notify any such resident as required in this subsection shall not invalidate a permit issued pursuant to this section.

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- (c) Any permit granted pursuant to this section may be subject to and prescribe any conditions, limitations or requirements which Council deems necessary to minimize adverse effects upon the community, persons within the community or the surrounding neighborhood.
  - (d) Any permit granted pursuant to this section shall contain all conditions upon which the permit has been granted and shall specify a reasonable time that the permit shall be effective, not to exceed two years.
  - (e) Any permit granted pursuant to this section shall be revoked if the conditions to which it is subject are violated, or when issued pursuant to subsection (a) hereof, if the conditions set forth in such subsection are no longer satisfied or fulfilled.
  - (f) If it is decided to revoke any permit granted pursuant to this section, written notice of revocation shall be served upon the permittee or his or her agent or officer personally or by certified mail, return receipt requested. If the activities being conducted or the noise created pursuant to such a permit endangers the public health or safety, such revocation will be effective immediately; otherwise the revocation will be effective ten days after service of the notice of revocation.
  - (g) If a permittee wishes to appeal the revocation of a permit issued pursuant to this section, an appeal may be initiated by filing a written notice of appeal at the office of the City Clerk. The notice must state specifically the reasons and facts upon which the permittee bases the appeal. The notice of appeal must be filed within ten days of the service of the notice of revocation of the permit or of the denial of the permit. If such a notice of appeal has been filed in a timely fashion, and if the revocation of the permit was not given immediate effect based on danger to public health and safety, the revocation of the permit will be suspended until such time as the permittee's appeal is decided or until such time as Council finds that the activities engaged in or the noise produced pursuant to the permit endangers the health or safety of the public.
  - (h) If an appeal of the revocation or denial of a permit granted pursuant to this section is made, the appellant shall be granted a hearing before Council or such persons as Council, by resolution, may designate. If the permit involved has been revoked and such revocation has not been suspended, the hearing shall be conducted and a decision on the appeal rendered as soon as reasonably possible. At any hearing conducted pursuant to this section, the appellant shall be permitted to be represented by counsel of choice, to present such pertinent testimony and other proof as he or she desires and to confront any witness or evidence submitted in the support of the revocation. The decision on the appeal shall be rendered in writing and a copy of the decision shall be supplied to the appellant. In the appeal, the appellant shall have the burden of proof as to all matters.
  - (i) Fees shall be established by resolution of Council for the permits, appeals or variances granted pursuant to this section. Such fees shall reflect the costs of granting and investigating the permit or variance request, or, in the case of an appeal, the cost of conducting the hearing of the appeal, and shall be approved by Council.

(Ord. No. 739, 12-22-86; Ord. No. 1210, § 1, 5-8-17)

## **654.12. Regulations.**

The administration may establish regulations governing permits, exceptions and appeals provided for in this chapter. No such regulation shall be effective until it is approved as to form by the City Attorney and approved by Council.

(Ord. No. 739, 12-22-86)

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### **654.13. Additional violations.**

Except as provided in Section 654.08, no person shall:

- (a) Make or continue, or cause to be made or continued, any loud, unnecessary or unusual noise or any noise which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of others within the City;
- (b) Discharge the exhaust of any steam engine, stationary internal combustion engine, motor boat or motor vehicle into the open air, except through a muffler or other device which will effectively prevent loud or explosive noises;
- (c) Use any drum, loudspeaker or other instrument or device for the purpose of attracting attention, by the creation of noise, to any performance, show or sale or display of merchandise; or
- (d) Knowingly permit a minor under his or her guardianship, custody or control to violate any noise regulation contained in this chapter.

(Ord. No. 739, 12-22-86)

### **654.14. Remedies cumulative.**

No provision of this chapter shall be construed to impair any common law, statutory or other cause of action, or legal remedy therefrom, of any person, for injury or damage arising from a violation of any of the provisions of this chapter or of any other law.

(Ord. No. 739, 12-22-86)

### **654.99. Penalty.**

Editor's note(s)—See Section 202.99 for general Code penalty if no specific penalty is provided.

BE IT FURTHER RESOLVED, the **Committee on Public Safety** has established the following priorities:

1. Permanent Speed Bumps/Raised Crosswalk – where portable speed bumps were successful
2. Continue/Sustain Funding – LFD apprenticeship/inter program
3. Two additional Code Enforcement Officers
4. Funding for in-field technology for Code Enforcement Officers
5. Funding for 3-6 officers for LFD and LPD